

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 15 April 2024

4pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Sandra Stewart (Deputy Chairperson)

Neville Atkinson

Tim Bartle

Al Blackie

Tracey Blair

Russell Keetley

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**AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO
BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 APRIL 2024 AT 4PM.**

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

BUSINESS

PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 March 2024

8-19

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 March 2024, as a true and accurate record.

3.2 Matters Arising (From Minutes)

4 DEPUTATIONS AND PRESENTATIONS

4.1 Lisa Cowe – Speed on Featherstone Avenue

L Cowe will be in attendance to discuss the speed on Featherstone Avenue.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Potential new Road Name for addition to the Pre-Approved Kaiapoi-Tuahiwi Road and Reserve Name List – Thea Kunkel (Governance Team Leader)

20-29

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240328049476.
- (b) **Approves** the inclusion of the following name in the Kaiapoi-Tuahiwi Pre-Approved Road and Reserves Name List:
 - i. Roberts
- (c) **Request** staff to officially advise B Cairns of the outcome of the Community Board decision.

6.2 Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – Kay Rabe (Governance Advisor)

30-63

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240229031713.
- (b) **Approves** a grant of \$..... to the Kaiapoi Branch North Canterbury Pony Club Inc. towards the purchase of a replacement barbeque.
OR
- (c) **Declines** the application from the Kaiapoi Branch North Canterbury Pony Club Inc.
- (d) **Approves** a grant of \$..... to the St Patrick's School PTA to purchase new sports balls.
OR
- (e) **Declines** the application from the St Patrick's School PTA.
- (f) **Approves** a grant of \$..... to The Darnley Club towards the cost of transporting a client.
OR
- (g) **Declines** the application from The Darnley Club.
- (h) **Approves** a grant of \$..... to the Pines Kairaki Beaches Association towards hosting the Mid-Winter Do in July 2024 and a Kids Movie Night in September 2024.
OR
- (i) **Declines** the application from the Pines Kairaki Beaches Association.

6.3 **ANZAC Day Services 2024 – Kay Rabe (Governance Advisor)**

64-66

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240212019962.
- (b) **Appoints** Board member, to attend the Kaiapoi Dawn Service to be held at 6.30am on Thursday, 25 April 2024, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member, to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath. Noting that a Council representative will also be laying a wreath.
- (d) **Appoints** Board member, to attend the Tuahiwi Anzac Day services to be held at 2pm on Thursday, 25 April 2024, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for March 2024

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

9 MATTERS REFERRED FOR INFORMATION

- 9.1 **Oxford-Ohoka Community Board Meeting Minutes 6 March 2024.**
- 9.2 **Rangiora-Ashley Community Board Meeting Minutes 14 February 2024.**
- 9.3 **Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.**
- 9.4 **Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 9.5 **Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 9.6 **Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**

- 9.7 Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.
- 9.8 July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.9 Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.10 Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.10.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*

10 **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.

11 **CONSULTATION PROJECTS**

11.1 **Environment Canterbury Draft Long Term Plan**

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

11.2 **Council Long Term Plan**

Consultation from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

Community Drop-In Sessions

Kaipoi	Thursday 11 April	5pm to 7pm	Kaipoi Library
Mandeville	Thursday 11 April	7pm to 9pm	Ohoka Domin Pavilion

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 March 2024: \$1,045.

12.2 **General Landscaping Budget**

Balance as at 31 March 2024: \$26,790.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 20 May 2024 at 4pm.

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 18 MARCH 2023, AT 4PM.

PRESENT

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

IN ATTENDANCE

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

C Brown (General Manager Community and Recreation), D Mansbridge (Project Engineer), J McBride (Roading and Transport Manager), S Morrow (Rates Officer – Property Specialist), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: A Blackie

Seconded: J Watson

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

CARRIED

2 CONFLICTS OF INTEREST

J Watson and A Blackie declared conflicts of interest for Item 6.5 – ‘Applications to the Kaiapoi-Tuahiwi Community Board’s 2023/24 Discretionary Grant Fund’ due to being trustees of the Waimakariri Public Arts Trust, who were assisting with the Cure Boating Club finding funding.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 19 February 2024

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 19 February 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

Nil.

4 **DEPUTATIONS AND PRESENTATIONS**

4.1 **Councillor Claire McKay – Environment Canterbury (ECan) draft 2024-34 Long Term Plan (LTP)**

ECan Councillor C McKay informed the Board that the public consultation on ECan's Long Term Plan (LTP) opened on Wednesday, 13 March 2024. In developing its LTP, ECan focused on sustainable solutions that strengthen the resilience of the Canterbury region. ECan carefully looked at its core responsibilities and the services it provided so it could create a lasting, positive impact for Canterbury and contribute to social, economic, and cultural well-being.

Councillor C McKay noted that ECan's LTP mainly focused on: environmental regulation and protection, community preparedness and response to hazards, and public transport. Levels of service were now referred to as service measures with outcomes to meet. ECan was looking at collecting an increase of \$40 million in rates revenue for year one, which equated to a 24.2% rate increase. This was significant due to 63% of ECan's income being derived from rates.

Councillor C McKay explained that an uplift in borrowing, as well as in River-resilience and Maintenance, was proposed in ECan's LTP. ECan was also investing a lot of resources to get its consenting process up to date. There had also been a large investment in public transport infrastructure aimed at increasing the reliability and frequency of bus services. This included a small increase in public transport rates for the Waimakariri District. A targeted biodiversity rate was being proposed for Christchurch City and a district-wide rate for wider flood control was proposed in the Selwyn District.

S Stewart enquired if there was an update on the investigation regarding the Cam River. Councillor McKay advised that ECan's 30-year Infrastructure Strategy included \$100,000 for upgrading the Cam River Floodgate, including a new flood gate and new bearings in the 2026/27 financial year. There was also \$1 million budgeted for tree clearance and stopbank upgrade for the Cam River from 2024 to 2027.

In response to S Stewart's question, Councillor McKay confirmed that ECan's Capital Works Programme would be debt-funded.

P Redmond questioned if Councillor McKay believed that the proposed 24.2% rate increase could be reduced. Councillor McKay noted that if Option Three for each section was preferred, the rate increase would only be 20%.

P Redmond noted that ECan had been encouraged to borrow more in the past. He sought clarity on the motivation behind borrowing for enforcement and consenting, which did not provide any security. Councillor McKay noted that ECan adopted a policy in June 2020 where it could borrow for 'natural capital'. However, she found it very concerning as there was no security.

P Redmond further noted a bus trip from Rangiora to Christchurch City cost \$2; however, the actual cost of the trip was \$11. He asked if ECan had considered increasing fare prices. Councillor McKay explained that ECan was committed to the two-year 'fare trial'. However, ECan's Council would have to discuss fare revenue before the end of the fare trial in June 2025.

A Blackie commented the timely processing of resource consent had been a challenge for years and questioned why it had been allowed to reach its current state. Councillor McKay explained that the National Policy for Freshwater raised concerns due to its complexity, which caused a delay in the processing of resource consent, which built up over time. Also, a large number of staff left during Covid, and it had been difficult to fill the roles. However, obtaining staff now seemed easier, although a large amount of training was needed.

Councillor McKay further advised that ECan did have mandated timeframes for the processing of resource consents. Unfortunately, currently, only 38% of resource contents were being completed in the mandatory timeframe.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Reserve Naming Request – Reserve at 34 Tuhoe Avenue, Kaiapoi – J Read (Greenspace and Community Facilities Planner)**

C Brown explained that approval was being sought to formally name a small recreation reserve in Stage 1B of the Beach Grove subdivision in Kaiapoi, as Jane's Garden Reserve. The nominated reserve name is in recognition of the work done by Jane Hughes in assisting in establishing, maintaining, and enhancing the reserve for the wider benefit of the local community. This voluntary effort has been ongoing since the reserve was first constructed in the new subdivision. The only risk was that Jane Hughes might not be involved in the maintenance of the reserve in future, even though the reserve would be named in honour of her. Also, in the future, circumstances may change, and the garden might not always be kept to the standard it was currently.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240307035963.
- (b) **Approves** the name Jane's Garden Reserve for the recreation reserve at 34 Tuhoe Avenue, Kaiapoi.

CARRIED

J Watson reported that J Hughes had won awards for the work she had done in the reserve. She believed that naming the reserve Jane's Garden would be a fitting tribute.

A Blackie noted there might be a small amount of risk. However, that could be dealt with if the situation arose.

6.2 **Proposal that the Tuahiwi Footpath be named "Johnno's Way" – D Mansbridge (Project Engineer) and J McBride (Roading and Transport Manager)**

J McBride advised that approval was being sought to name a new footpath in Tuahiwi, "Johnno's Way", in commemoration of Johnno Crofts, as requested by Ngāi Tūāhuriri. J Crofts campaigned for the construction of the path, and after his passing, Denise Hamilton continued to advocate for the path until her death in 2022. The bench and plaque adjacent to the path would, therefore, commemorate both J Croft and D Hamilton.

J Watson expressed a concern regarding the bench's \$4,278 cost. D Mansbridge explained that the bench was hand-crafted by a resident in Tuahiwi. However, the bench itself was only approximately \$450, and the remaining cost was due to implementation and traffic management.

P Redmond questioned whether Ngāi Tūāhuriri had been requested to fund the bench. J McBride answered that they had not been specifically asked for funding. She noted that the cost of the bench would be funded from the Tuahiwi Footpath Budget, which had sufficient budget to allow for the bench and plaque.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240207016698.
- (b) **Approves** the naming of the footpath on the eastern side of Tuahiwi Road, starting at the Tuahiwi Urupa (Te Uru Ti) in the north and continuing to no. 142 Tuahiwi Road in the south, Tuahiwi, as "Johnno's Way."
- (c) **Approves** installing a memorial bench and plaque outside the Tuahiwi Reserve adjacent to the new path to commemorate Johnno Crofts and Denise Hamilton.
- (d) **Notes** that the cost to supply and install a memorial bench is estimated to be \$4,278, excluding GST. This will be funded from the Tuahiwi Footpath Budget (PJ 102011.000.5135), which has sufficient budget to allow for the bench and plaque.
- (e) **Notes** that Ngāi Tūāhuriri has proposed to hold the opening celebrations on Wednesday, 27 March 2024.
- (f) **Notes** that the views of the wider community have not been sought on this proposal.
- (g) **Circulates** this report to the Utilities and Roading Committee for their information.

LOST
2:4

J Watson felt that J Crofts contributed to building the relationship between the Council and Ngāi Tūāhuriri, and naming a footpath after him was a good way to commemorate him. S Stewart agreed with J Watson.

A Blackie agreed that the new footpath in Tuahiwi should be named "Johnno's Way". However, he noted that the Council was trying to cut costs in a bid to keep the proposed rates increase as low as possible. He believed that \$4,278 for the installation of a bench was excessive and should have been brought to the Board for approval prior to approval. R Keetley supported A Blackies comments on the approval process.

Amendment

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240207016698.

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (b) **Approves** the naming of the footpath on the eastern side of Tuahiwi Road, starting at the Tuahiwi Urupa (Te Uru Ti) in the north and continuing to no. 142 Tuahiwi Road in the south, Tuahiwi, as "Johnno's Way."

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (c) **Approves** installing a memorial bench and plaque outside the Tuahiwi Reserve adjacent to the new path to commemorate Johnno Crofts and Denise Hamilton.

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (d) **Requests** staff to seek further prices for installation of the memorial bench to bring back findings as a memo to the Board and approaches Ngāi Tūāhuriri for partial funding.

CARRIED

S Stewart Against

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (e) **Notes** that Ngāi Tūāhuriri has proposed to hold the opening celebrations on Wednesday, 27 March 2024.
- (f) **Notes** that the views of the wider community have not been sought on this proposal.
- (g) **Circulates** this report to the Utilities and Roading Committee for their information.

CARRIED

6.3 **Road Naming – Lime Developments Limited (The Sterling Retirement Village) – S Morrow (Rates Officer – Property Specialist)**

S Morrow spoke to the report noting that both names proposed by the developer continued the floral theme used previously in other parts of the Sterling Retirement Village in Kaiapoi.

A Blackie questioned if it was a concern that the proposed names were not included in the Pre-approved Road Naming List for Kaiapoi. S Morrow advised that the roads were two new internal private rights-of-way and not public roads, and the Board may approve any names of its choice, even if they were not included in the Road Naming List

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240305033968.
- (b) **Approves** the following road names for Roads 1 and 2 as part of the Sterling Retirement Village as shown on Trim 240305033928:
 1. Poppy Way
 2. Daffodil Way
- (c) **Notes** that the Community Board may replace any proposed names with a name of its choice.

CARRIED

6.4 **Road Naming – Lime Developments Limited (Silverstream Stage 7) – S Morrow (Rates Officer – Property Specialist)**

S Morrow took the report as read, noting that the road be named was a private right-of-way that would service approximately seven new lots, in Stage Seven of the Silverstream development.

In response to a question from P Redmond, S Morrow confirmed that the road would be named after sports personality Frank Endacott who was a Kiwis League coach in the 1990's and was a local identity.

Moved: T Bartle

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240305034362.
- (b) **Approves** the following proposed road name for a private Right of Way as part of Silverstream Stage 7, as shown on Trim 240305034355.
 - 1. Endacott Lane (Pvt)
- (c) **Notes** that the Community Board may replace the proposed name with any name of its choice.

CARRIED

J Watson vacated the chair in favour of S Stewart at 4.54pm.

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

Having previously declared a conflict of interest, J Watson and A Blackie sat back from the table and did not partake in the consideration of this item.

T Kunkel presented the report, noting that the Cure Boating Club was well-known in the Kaiapoi community. The Club requested assistance to fund a mural across the lower level of the new rowing shed. Rowing and connection to the community waterway were the principal themes in the design.

T Bartle questioned the process for groups applying for Discretionary Grant funding after a project had been completed. T Kunkel explained that the Discretionary Grant criteria made it clear that funding would not be allocated retrospectively for projects that had already occurred. However, because the Board only met once a month, it was agreed that if an application had been received prior to a project commencing, it may be considered.

C Brown verified that the Cure Mural had not yet been completed.

R Keetley asked if the Cure Boating Club had applied to other Boards, and T Kunkel confirmed that other applications had been received.

Moved: S Stewart

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240214021054.
- (b) **Approves** a \$1,000 grant to the Cure Boating Club to paint a mural on its river-facing wall.

CARRIED

S Stewart noted that the Cure Boating Club had a history in Kaiapoi. She believed that the mural would become a landmark on the Kaiapoi River and enhance the River Precinct. T Bartle concurred and felt that the mural would contribute to a community's identity and enhance the river area.

S Stewart vacated the chair in favour of J Watson at 5.06pm.

7 **CORRESPONDENCE**

7.1 **Letter from K Adams regarding an Information Board for the Kaiapoi Railway Station Trust**

J Watson noted the Information Board Project started many years ago, and three signboards had been installed in Kaiapoi, showing historical images of what was in the areas before the earthquakes.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the correspondence.

CARRIED

8 **CHAIRPERSON'S REPORT**

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

J Watson advised that in February 2024:

- She had assisted the Cure Boating Club in securing funding for its mural.
- She attended the Promotions Association review. The Council was reviewing the future funding of Promotions Associations. However, no decisions have been made as of yet.
- She attended the Kaiapoi Garden Competition awards.
- She noted that the Kaiapoi Fun Run was successful, with over 300 runners.
- Two community groups had been offered the opportunity to take over hosting Matariki, Waitangi Day, and Party in the Park from All Together Kaiapoi. It was decided to hand the events over to Blue Sky Events.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

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

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

9.1 Oxford-Ohoka Community Board Meeting Minutes 8 February 2024.

9.2 Woodend-Sefton Community Board Meeting Minutes 13 February 2024.

9.3 Rangiora-Ashley Community Board Meeting Minutes 13 December 2023.

- 9.4 Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.5 Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.6 Kaiapoi Night Market Proposal – Report to Council Meeting 7 February 2024 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.7 Rangiora-Ashley Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.8 Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.9 Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.10 Kaiapoi-Tuahiwi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.11 Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.12 July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee 20 February 2024 – Circulates to all Boards.
- 9.13 Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 9.14 Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.

Public Excluded

- 9.15 Kaiapoi regeneration Area – Wai Huka o Waitaha Trust (WHoW) Proposal Update – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.16 Proposed Partial Sale of 136 Percival Street, Rangiora – Report to Council Meeting 7 February 2024 – Circulates to all Boards.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.14.
- (b) Receives the separately circulated public excluded information in Items 9.15 and 9.16.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Keetley

- Attended the Museum Monthly meeting. They were still working towards their lift project. There was some frustration from an engineer not coming from Council and having to source their own.
- Attended the RSA Annual General Meeting. Their numbers were static, which was good.
- The Gypsy Fair was very well attended.

S Stewart

- Waimakariri Eyre Cust Rating Area - Kaiapoi residents were not currently being rated; however, this may change in future LTP years.
- I attended a Council workshop on Mandeville Resurgence Channel – The Council's Draft LTP, Stage one had \$1.6 million, and Stage two had \$23.9 million, covered by a district-wide rate, meaning those with no benefits would also have to pay.
- Waimakariri Biodiversity Trust held an Unlocking Nature in your Rural Block Workshop, which 15 people attended.
- Attended Greypower meeting – Concerns regarding the lack of access to a General Practitioner (GP) were raised at every meeting.
A Blackie noted that health service was not the Council's core business as doctors' practices were a private business. However, the Council could advocate for better access to health services.
Public transport and internal services were also frequently raised at Greypower meetings.
- Waimakariri Irrigation Ltd (WIL) Irrigation Dam did not pass the stakeholder vote. They were considering a breakaway company with those who voted in support of the dam.

B Cairns

- Received many calls regarding issues experienced by those living and working on the Kaiapoi River. People swimming close to boats, youths urinating into the river, diving bombing people, damaging infrastructure including electrical boxes and life preservers, rubbish, unsociable behaviour, and intimidation of youths.
- The Back to Basics event was held on 20 April 2024 at the Baptist Church Hall.
- Volunteer expos were held throughout March 2024 in Rangiora, Kaiapoi and Woodend.
- The Waimakariri Stash and Swap event was held at the Kaiapoi Library on 23 March 2024, during which people could bring unwanted craft supplies and swap them with others.
- North Canterbury Youth Futures business breakfast would be held on 30 April from 7am to 9am at MainPower Stadium. Brad Olsen would be the guest speaker.
- Attended the Kaiapoi Garden Awards Presentation.
- Kaiapoi Food Forest held six tours. Visitors came from as far as Nelson and Ashburton.
- Summer Pruning workshop would be held in late March 2024.
- The Promotions Associations Working Group met for the first time on 6 March 2024.
- Spoke at the North Canterbury Women's Institute on their yearly themes Softening Hard Times and Nourishing the Nation. They were looking to start a food forest and educational programmes.
- During a Road Safety meeting, they received data on fatal and serious crashes in the Waimakariri for the 2019-2023 period. There were 23 fatal crashes and 117 injury crashes and almost 43% involved alcohol.
- Pegasus had raised over \$8,000 for their community CCTV camera project. Sovereign Palms had now raised enough money for all three of their cameras.
- Rowing for Life passed through Waikuku, raising money for four different charities.
- Kaiapoi High School was starting the CACTUS Leadership Programme, which was partially supported by the Kind Foundation.
- The Building Unit received multiple calls and discussions with people who wished to build and live in tiny homes. It was very helpful.
- Arthur Burke Amberly provided North Canterbury Neighbourhood Support with a brand-new vehicle to assist them with their great work.
- Kaiapoi Food Forest Trust had begun developing a funding strategy to build the educational hub and had been attending meetings with staff to discuss what costs the Trust would incur regarding Development Contributions.

- Visited Lees Valley to view and understand the road and bridge repairs.
- Also visited the Rangiora Bowling Club to view their historic club rooms and hear from the members.
- Attended Waiora Links Ronel's Community Cuppa. Mike Kwant and Sylvia Docherty spoke about the Northern Pegasus Bay Bylaw.

P Redmond

- Met with Bill Rice (Richmond) to discuss the Nelson-Tasman Combined Speed Management Plan.
- Road Safety Working Group. A third of the fatalities were people not wearing seatbelts. Alcohol was involved in 40% of crashes.
- There was some opposition to the footpath in Tuahiwi. The Council allocated another \$100,000 in LTP to seal the footpath.
- \$2mil had been allocated for stopbanks in the Cam River. Significant increase in rating group as reserves had been used up.
- Attended the Transport Hearing held in the Environment Canterbury building. The focus of the submission was in support of the eastern link, Woodend bypass and Skewbridge.
- Met with the Rangiora Bowling Club. Their heritage building was not meeting the club's needs.
- Attended J O'Loughlin's farewell, who worked at the Council for 34 years.
- Attended District Licencing Committee training. Changes to the Sale and Supply of Alcohol Act, 2012 took effect from 1 May 2024, including no cross-examination by parties.
- Attended the Chief Executive Review.
- Attended the Lees Valley visit to view roading issues.
- Attended the Southbrook Reference Group meeting. They had considered disbanding.

T Blair

- The Kaiapoi Fun Run was very well done and attended.
- The Darnley Club were receiving a new van which was currently being sign written.
- Attended the Gypsy Fair.
- Several businesses have advised that they were not supportive of the night market.

T Bartle

- North Canterbury Neighbourhood Support had been donated a new vehicle.
- Coastal Drainage and Central Drainage. Money was a recurring issue for both groups.
- Attended Access Group training day.

A Blackie

- Ian MacIntosh presented to the Council on Climate Change. It was disappointing to see all statistics were from before 2015.
- Ashley Gorge Residents Advisory Group held a fun day.
- Met with Harbour Master regarding children on the Kaiapoi River and made a large amount of progress.
- Te Kohaka o Tuhaitara Trust had received several applications for the General Manager position.
- Accepted a contract for stage three of the Huria Reserve.
- Council Staff had been reporting the quotes coming in for tenders had decreased majorly.
- Boulder Copper Sounds Music Event went very well with over 200 people in attendance.

- Environment Canterbury flood gate at Beach Road had \$2mil in their LTP.
- Art strategy was finalised, an event was planned for 12 May 2024 to officially announce the strategy.
- Workshop on cycleways after NZTA pulled funding. They were not going to put a cycleway along the Woodend bypass.

11 CONSULTATION PROJECTS

11.1 Community Development

Consultation closed on Friday, 22 March 2024.

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

11.2 West Eyreton Domain Pavilion

Consultation closed on Friday, 29 March 2024.

<https://letstalk.waimakariri.govt.nz/west-eyreton-domain-pavilion>

11.3 Environment Canterbury Draft Long Term Plan

Consultation runs from Wednesday, 13 March to Sunday, 14 April 2024.

ecan.govt.nz/whatsthecost.

11.4 Council Long Term Plan

The consultation was from Friday, 15 March, to Monday, 15 April 2024.

The Board noted the various Consultation projects.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 29 February 2024: \$2,045.

12.2 General Landscaping Budget

Balance as at 29 February 2024: \$26,790.

The Board noted the Board Funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board would be held at the Ruataniwha Kaiapoi Civic Centre on Monday 15 April 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.31PM.

CONFIRMED

Chairperson

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06/ 240328049476

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 15 April 2024

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Potential new Road Name for addition to the Pre-Approved Kaiapoi-Tuahiwi Road and Reserve Name List

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


 General Manager


 Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to seek approval for the Kaiapoi-Tuahiwi Community Board to add a new name to the Kaiapoi-Tuahiwi Pre-Approved Road and Reserves Name List.

Attachments:

- i. Correspondence from Councillor Brent Cairns requesting a new road name be added to the Kaiapoi-Tuahiwi Pre-Approved Road and Reserves Name List. (Trim: 240315040982).
- ii. Waimakariri District Council policy for road naming (230321039443).
- iii. List of Pre-approved New Road and Reserves Name List. (Trim: 221026186036).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240328049476.
- (b) **Approves** the inclusion of the following name in the Kaiapoi-Tuahiwi Pre-Approved Road and Reserves Name List:
 - i. Roberts
- (c) **Request** staff to officially advise B Cairns of the outcome of the Community Board decision.

3. BACKGROUND

- 3.1 The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the local area's identity and ensure ease of identification for the Council, as well as the public and critical public and private services such as emergency, postal, and courier services.
- 3.2 The Council's four Community Boards have the delegated authority to name new streets and roads and alter existing street names within their respective wards.

4. **ISSUES AND OPTIONS**

- 4.1 A Master List of Pre-approved Road names was compiled for the Kaiapoi-Tuahiwī area to assist developers when submitting requests for road names within the area with names that reflect local significance.
- 4.2 Potential road names will remain on the pre-approved list until they are either allocated to a road or removed after a list review. In addition, from time to time, a road name may no longer need to be in use as two or more roads may be joined into one or a road may be permanently closed. In both cases, the road name(s) may be returned to the list.
- 4.3 Staff have received a request for the following name to be considered by the Board and added to the List.
 - 4.3.1 ***Tristan Roberts***' significant involvement as the Senior Station Officer for the Kaiapoi Volunteer Brigade and as a member of St John Ambulance exemplifies his dedication to serving and protecting the community. His commitment to volunteerism not only ensured the safety and well-being of Kaiapoi residents but also set a standard for civic duty and community participation.

T Roberts' exceptional service to the community has been recognised through multiple awards, including being a semi-finalist of the year in 2012 and receiving local hero medals in 2012, 2017, and 2021. These accolades reflect his outstanding contributions and the positive impact of his work on the lives of many individuals.

Beyond his direct service, T Roberts also demonstrated a deep commitment to supporting the future of the Kaiapoi community through financial contributions to the R13 Trust and scholarships to Kaiapoi High School students. His investment in education, particularly in enabling less fortunate students to study Teaching at University, underscores his belief in the power of education to transform lives and communities.
- 4.4 In terms of the Council's Naming of Roads and Streets (including private roads) Policy, the following factors have to be considered in selecting the road names for the pre-approved list:
 - (a) The proposed name has local historical, cultural, environmental, or geographical significance
 - (b) Māori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.
 - (c) Significant and well-known or previously well-known names of farms, properties, or run holdings.
 - (d) Names of local residents who have achieved prominence in their chosen fields, such as the arts, sport, commerce, science, politics, local government, or military, or who have been long-term residents.
- 4.5 Once the name is approved for the Master List of Pre-Approved Kaiapoi-Tuahiwī Road and Reserve Names, the staff will distribute the updated list to developers to enable them to choose future road names within the Kaiapoi-Tuahiwī area. The updated list will also be displayed on the Council's website under the Kaiapoi-Tuahiwī Community Board page.
- 4.6 It should be noted that the rights of a subdivision developer to promote preferred road names for the subdivision may be considered; however, the final decision regarding road names will be made by the Community Boards.
- 4.7 **Implications for Community Wellbeing:**

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.8 The Management Team has reviewed this report.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

However, the Council's Naming of Roads and Streets (including private roads) Policy Policy is scheduled for review, at which time Māori names of local significance could be included in conjunction with local iwi representatives to ensure the appropriateness of meaning and correct spelling.

5.2 **Groups and Organisations**

Community groups and organisations are unlikely to be affected by or interested in this report's subject matter.

5.3 **Wider Community**

The wider community is not likely to be affected by or be interested in this report's subject matter. However, proposed names have local, historical, or cultural significance to the area.

6 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

There are no financial implications to the decisions sought by this report. Developers are responsible for the cost of road name signs as per the Policy.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

The adoption/implementation of the recommendations in this report carries minimal risks, with a low risk of correcting the spelling of names.

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Local Government Act 1974 section 319 (1) (j).

7.3 **Consistency with Community Outcomes**

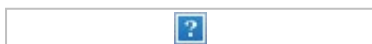
- 7.3.1 People are friendly and caring, creating a strong sense of community in our District.
- 7.3.2 People of different ages and cultures have wide-ranging opportunities to participate in community life and recreational activities.
- 7.3.3 Road naming guidelines contribute to maintaining the distinctive character of our towns, villages, and rural areas.
- 7.3.4 The careful selection of road names also contributes to the District being well served by emergency services".

7.4 **Authorising Delegations**

The Kaiapoi-Tuahiwi Community Board has the delegated power to approve the naming of new roads within its area on behalf of the Council.

From: [Council Office](#)
To: [IM Staff](#)
Subject: Fwd: [REDACTED]
Date: Friday, 15 March 2024 11:35:10 AM
Attachments: [0.png](#)

From: [REDACTED]
Sent: Friday, March 15, 2024 11:33 AM
To: office@wmk.govt.nz
Subject: [REDACTED]



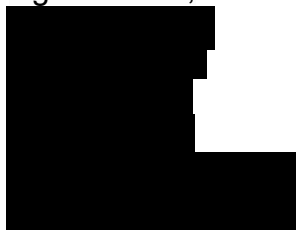
I would like to put forward the name of "Roberts", as a street name for Kaiapoi please...

To support the inclusion of the name Roberts to be a park, reserve or as a street name... I provide the following

1. ****Community Service and Volunteerism:**** Tristan Roberts's significant involvement as the Senior Station Officer for the Kaiapoi Volunteer Brigade and as a member of St John Ambulance exemplifies his dedication to serving and protecting the community. His commitment to volunteerism not only ensured the safety and well-being of Kaiapoi residents but also set a standard for civic duty and community participation.
2. ****Recognition and Awards:**** Roberts's exceptional service to the community has been recognized through multiple awards, including being a semi-finalist of the year in 2012 and receiving local hero medals in 2012, 2017, and 2021. These accolades reflect his outstanding contributions and the positive impact of his work on the lives of many individuals.
3. ****Philanthropy and Support for Education:**** Beyond his direct service roles, Roberts has demonstrated a deep commitment to supporting the future of the Kaiapoi community through financial contributions to the R13 Trust and providing scholarships to Kaiapoi High School students. His investment in education, particularly in enabling less fortunate students to study Teaching at University, underscores his belief in the power of education to transform lives and communities.
4. ****Legacy and Influence:**** Naming a park, reserve, or street after Tristan Roberts would honor his legacy and serve as a lasting reminder of his contributions to the community. It would also inspire current and future generations to pursue service and philanthropy, following in his footsteps to make meaningful changes in their communities.

The naming in honor of Tristan Roberts is a fitting tribute to a person who has dedicated his life to the service and betterment of the Kaiapoi community. It would ensure that his contributions are remembered and celebrated, encouraging ongoing community involvement and support in the spirit of his remarkable legacy.

Thank you
Ngā mihi nui,



Board	Historic Names	Reference
KTCB	Bastings	Local early business owner
KTCB	Begg	
KTCB	Bevan Wright	Kaiapoi brass band stalwart
KTCB	Blackie	
KTCB	Booker	Shop owner during the 50's and 60's
KTCB	Braun (Karel)	still resident.
KTCB	Brown (Kitt)	Local identity
KTCB	Brownlee (Arthur)	Family owned the Kaiaknui Hotel
KTCB	Brundell (Alfred)	Local farming family
KTCB	Bunker	Shop owner during the 50's and 60's
KTCB	Checketts	
KTCB	Ching	Early settler family in Kaiapoi
KTCB	Courtier	
KTCB	Dudding	Purchased George Jackson's punt
KTCB	Dudley (Dr Charles)	Town clerk and on the Kaiapoi Roads Board
KTCB	Eagleston	Early settler family in Kaiapoi
KTCB	Eckersley	First accountant in Kaiapoi and built a flax mill
KTCB	Endacott	Name returned to the list (19 September) as no longer required by Lime Developments Ltd
KTCB	Engelbrecht	Farmers to the north west of Coutts Island
KTCB	Fox	Name returned to the list (19 September) as no longer required by Lime Developments Ltd
KTCB	Grimshaw	Local business family
KTCB	Hatchwell	Shop owner during the 50's and 60's
KTCB	Hayman (JA)	Councillor in 1906
KTCB	Hopkins	Brothers who were local wool and hide buyers and returned service men
KTCB	Hudson (Rev Lewis)	Methodist minister
KTCB	Jacob McGarry	Soldier honored for his participation in the Crimean War
KTCB	Joseph	
KTCB	Karaitiana	To be considered as a future Reserve name
KTCB	Kennett	Local family live on Giles Road in the 50s and 60s.
KTCB	Knighton	
KTCB	Levey	
KTCB	Lipscombe	Shop owner during the 50's and 60's
KTCB	McFellen	
KTCB	McGregor	
KTCB	Mealings	Long time local residents (5 generations) with members of the family working at the wollen mill and heavily involved in local sports
KTCB	Midgley	Shop owner and school teacher
KTCB	Midland	Midland bus company operated in the Kaiapoi area from WWII to the early 1980
KTCB	Ohapuku	Original name of area between end Mill Road and Ohoka
KTCB	Pinkham	Local family
KTCB	Pollard (J)	Councillor in 1928
KTCB	Richards	The family have been in Kaiapoi for several generations and Mrs Moody's parents donated a South Island Rifle Championship medal plus six photographs relating to members of the family dating back to 1912
KTCB	Riseley	Name returned to the list (19 September) as no longer required by Lime Developments Ltd
KTCB	Thew	CR Thew was on the Council in 1950
KTCB	Vermeulen (Hans)	Keep New Zealand Beautiful
KTCB	Waverley	Name of farm on corner of Mill and Island Roads and home of Charles Morgan Williams MP and farmer
KTCB	Woolcott	Kaiapoi family of renoun
KTCB	Wright (Bevan)	Kaiapoi brass band stalwart
KTCB	Redmond	Kaiapoi Borough Councillor in 1980-85 and KTCB member between 2019-19. Solicitor and partner in Corcoran French from 1981-2017. Life member of KPA Patron and life member of Coastguard North Canterburyand foundation chair of Kaiapoi Maritime Heritage Trust from 2005-2020. Awarded the Queens Service Medal for community service in 2019 and a WDC councillor.
KTCB	Wheeler	Famely lived and worked in Kaiapoi from the late 60s to the early 90s. Community involvement included membership of the rugby hockey and model aeroplane clubs working mens club and competing in the Kane Shield during the 1980s.

Naming Policy

1. Introduction

This policy describes how the Council allocates names to new roads, streets, parks, reserves and Council owned assets.

2. Purpose

The purpose of the policy is to provide Council staff and the public with information about how the Council manages the naming and renaming of its various assets and facilities within its boundaries.

3. Scope

3.1. The scope of the policy covers naming procedures and criteria for the following types of infrastructure within the district:

- Naming of roads and streets
- Naming of parks and reserves
- Naming of Council assets, including open spaces, facilities, swimming pools, and Council owned buildings and properties (excluding utilities).

3.2. When undertaking its processes to name Council owned or managed infrastructure or assets, the policy includes Council's obligations under the Treaty of Waitangi and recognises the importance of the Memorandum of Understanding with our Treaty partner, Te Ngāi Tūāhuriri Rūnanga.

4. Policy objectives

4.1. The overall policy objective is to ensure roads, streets, parks, reserves and Council assets or facilities naming procedures reflect local identity.

4.2. The policy provides direction to the public or Council staff about how to apply for approval to name, rename or dedicate Council property, buildings, or park elements.

4.3. The policy will provide clarity and consistency in the naming of all Council assets.

5. Policy statement

5.1. Overview approach

When naming all roads, streets, parks, reserves and facilities, the Council and its representatives will seek to work with Te Ngāi Tūāhuriri Rūnanga to select suitable options, which:

- Tell the story of Waimakariri and reflect the district's natural and cultural heritage
- Do not cause confusion with existing names in the Waimakariri District or neighbouring districts
- Pay homage to the historical significance of particular locations

- Acknowledge the cultural significance of the area to Te Ngāi Tūāhuriri
- Reflect local flora, fauna, and topographical features of the district.

6. Naming of roads and streets

- 6.1. The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 6.2. Re-naming of existing streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 6.3. Where a street is named for the first time, or a street name is altered, then the District Land Registrar, the Chief Surveyor, Fire and Emergency New Zealand, Chorus, MainPower, valuation service provider, NZ Police, Civil Defense, and the Canterbury Regional Council shall be informed of the new name or change.
- 6.4. Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 6.5. All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "Private Road" as per the Engineering Code of Practice.
- 6.6. All private roads that are to be named are to have a minimum of four lots with access from the private road.
- 6.7. **Council's 'List of Approved but Unallocated Road Names':**
 - 6.7.1. The list of unallocated potential road names for the Waimakariri District is maintained by the Governance Department. Names approved for addition to the List of Approved but Unallocated Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.
 - 6.7.2. From time to time a road name may no longer need to be used as two or more roads may be joined into one road, or a road may be permanently closed. In both cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.
 - 6.7.3. The review of the list will be undertaken every six years in line with the approach set out in clause 5.1 above.
- 6.8. **Naming of Streets in New Subdivisions:**

The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community Boards by applying the clauses of this policy.
- 6.9. **Road Type:**

The road type should be one that most accurately reflects the type of roadway that is being named. Selection of Road Name from AS/NZS 4819:2011 should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011 (see Appendix 1).

7. Naming of parks and reserves

- 7.1. The Council's four Community Boards have the delegated authority for the naming of parks and reserves within their respective wards.
- 7.2. The Community Boards shall take the following factors into consideration when approving names for parks and reserves:
 - It is desirable for small neighbourhood reserves to be named after the main street they are located on to enable them to be easily located

- Names of rural neighbourhood reserves with community catchments should have some relationship to the community they are located within to enable them to be located and to signify their connection to the community
- Reserves should only be named after the person/family subdividing the land if the chosen name fits into one of the categories listed under clause 5.1.

8. Naming of Council assets

8.1. Naming where there is no sponsorship:

- 8.1.1. Where there is no sponsorship, the decision on naming will be made by the relevant committee of Council according to the current delegations.
- 8.1.2. Selection of a name will be made in accordance with clause 5.1.

8.2. Naming where there is sponsorship:

- 8.2.1. The final decision for naming of corporate assets will rest with the Council, including naming opportunities as a result of gifts or sponsorships.
- 8.2.2. Where the naming opportunity is as a result of sponsorship or gift, the following factors must be considered alongside Clause 5.1 above:
 - The significance of the contribution made relative to the construction and operating costs of the item being named
 - The cost of establishing the naming option
 - A sunset clause associated with the length of time that the name will be used. Naming agreements may be renewed if the appropriate gift or sponsorship is received
 - The degree of exclusivity requested by the sponsor and the corresponding restrictions regarding advertising or use of competitors' brands
 - Names of tobacco companies or alcohol companies and products will not be used.
- 8.2.3. Applications for naming rights from major donors shall be submitted in writing to the Chief Executive for consideration of the Council. The written request shall include the following:
 - Biographical information if named after an individual or organisation
 - Documentation providing the detail of the terms and quantum of payment being proposed and the consideration required from the Council
 - The Chief Executive will report to relevant committee of Council which may make a recommendation to Council, to be considered in committee.
- 8.2.4. Existing names will not be changed without consideration of the historical significance of the existing name, the impact on the individual or organisation previously named and the cost and impact of changing existing signage, rebuilding community recognition, and updating records. Each application will be considered on a case-by-case basis.

9. Responsibilities

- 9.1. The naming of roads and streets will be administered by the Roding and Transport Unit of the Council.
- 9.2. The naming of parks and reserves or other Council assets or facilities will be administered by the Community and Recreation Department of Council.

10. Questions

- 10.1. Any questions regarding the naming of roads and streets should be directed to the Roding and Transport Manager in the first instance.
- 10.2. Any questions regarding the naming of parks or reserves or other Council assets should be directed to the Community and Recreation Manager in the first instance.

11. Relevant documents and legislation

- AS/NZS 4819:2011 Geographic Information – Rural and Urban addressing (for naming of roads and streets)
- Local Government Act 1974 S317 - S319 (j) naming of roads and streets
- Parks and Recreation, Recreation and Reserves Management, Reserve Naming (QS-R015) (for naming parks and reserves)
- Reserves Act 1977 s16(10) (for naming roads and reserves)
- Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.

12. Effective date

2 May 2023

13. Review date

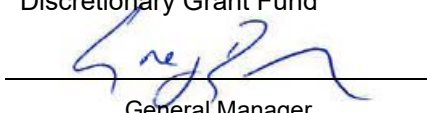
2 May 2029

14. Policy owned by

General Manager, Strategy, Engagement and Economic Development

15. Approval

Adopted by Waimakariri District Council on 2 May 2023

WAIMAKARIRI DISTRICT COUNCIL**REPORT OR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 240229031713**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 15 April 2024**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1 The purpose of this report is to consider the following four applications for funding received from:

Name of Organisation	Purpose	Amount requested
Kaipoi Branch North Canterbury Pony Club Inc	Toward the cost of a replacement barbeque	\$611
St Patrick's School PTA	Towards the cost of new sports balls	\$750
The Darnley Club	Towards the cost of transporting a client	\$728
Pines Kairaki Beaches Association	Toward the cost of hosting community events	\$500
Total:		\$2,589

Attachments:

- i. Application from the Kaiapoi Branch North Canterbury Pony Club Inc (Trim Ref: 240228031075).
- ii. Application from the St Patrick's School PTA (Trim Ref. 240311036873).
- iii. Application from The Darnley Club (Trim Ref. 240311036879).
- iv. Application from the Pines Kairaki Beaches Association (Trim Ref. 240318042351).
- v. Spreadsheet showing the previous two years' grants.
- iii. Board funding criteria 2023/24. (Trim Ref: 210603089725).

2. RECOMMENDATION**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240229031713.
- (b) **Approves** a grant of \$..... to the Kaiapoi Branch North Canterbury Pony Club Inc. towards the purchase of a replacement barbeque.
OR
- (c) **Declines** the application from the Kaiapoi Branch North Canterbury Pony Club Inc.

- (d) **Approves** a grant of \$..... to the St Patrick's School PTA to purchase new sports balls.
OR
- (e) **Declines** the application from the St Patrick's School PTA.
- (f) **Approves** a grant of \$..... to The Darnley Club towards the cost of transporting a client.
OR
- (g) **Declines** the application from The Darnley Club.
- (h) **Approves** a grant of \$..... to the Pines Kairaki Beaches Association towards hosting the Mid-Winter Do in July 2024 and a Kids Movie Night in September 2024.
OR
- (i) **Declines** the application from the Pines Kairaki Beaches Association.

3. **BACKGROUND**

- 3.1 The Kaiapoi Branch North Canterbury Pony Club Inc. seeks funding to purchase a replacement barbeque.
- 3.2 The St. Patrick's School Parents-Teachers Association (PTA) seeks funding to purchase new sports balls.
- 3.3 The Darnley Club is seeking funding to transport a client.
- 3.4 The Pines Kairaki Beaches Association seeks funding to host various community events.
- 3.5 The current balance of the 2023/24 Discretionary Grant fund is \$1,045.

4. **ISSUES AND OPTIONS**

Kaiapoi Branch North Canterbury Pony Club Inc (KPC)

4.1 Information provided by the KPC:

- 4.1.1 Pony Clubs began in New Zealand in 1946 and aim to improve the standard of horse care and riding and promote rallies, gymkhanas, and other competitions, thereby cultivating strength of character and self-discipline. Areas are divided into Clubs, of which Canterbury Area has three – North Canterbury has seven branches, including Kaiapoi. The KPC has its own committee and chief instructor, and branches are autonomous but must report on their activities to the North Canterbury Pony Club.
- 4.1.2 The KPC held its first meeting in 1961 and is a small, family-friendly club on South Eyre Road just off the Northern Motorway. The KPC's grounds are spacious and well-drained, allowing rally days even when the grass is wet. Currently, the KPC has 106 members, not including family members. All members are from the Kaiapoi-Tuahiwi Community area.
- 4.1.3 The KPC is seeking funding to replace its old barbeque (BBQ), which is now beyond repair. The BBQ is used at Pony Club rallies, social occasions and working bees. It is also used for fundraising at the KPC's annual events and Show Jump Day in September. The funds raised from these events assist in maintaining the KPC's extensive grounds. The BBQ is an essential part of the social side of the club and, in winter, provides warm food for riders and their families.
- 4.1.4 The BBQ is estimated to cost around \$764, and if this application is unsuccessful, the KPC will be unable to purchase a new BBQ, which would negatively affect its social aspect and fundraising ability. The KPC has not applied to any other organisations for funding.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a not-for-profit organisation. The project will primarily benefit the residents of the Kaiapoi-Tuahiwi area.
- 4.2.2 The KPC has received the following funding during the last five years, and all Accountability Forms have been received:

Date	Project	Amount
July 2019	Towards mobile jumps for pony club events	\$500
October 2020	Towards building an enclosed space for less experienced	\$500
May 2021	Towards the cost of providing a St John's Ambulance	\$500
Total		\$1,500

St Patrick's School Parent-Teachers Association (PTA)

4.3 Information provided by the PTA:

- 4.3.1 Located in Kaiapoi, St Patrick's School was established in 1926 and currently has a current role of approximately 148 pupils, of which 90% are from the Kaiapoi-Tuahiwi area. St Patrick's School is an integrated full primary Catholic school offering education with a unique character to children from years one to eight. The PTA are an active group of parents at St Patrick's School who assist with a range of things throughout the school and its community.
- 4.3.2 The PTA seeks funding to purchase new rugby, soccer, basketball, netball, and volleyball balls. The project aims to promote school students' physical, social, and emotional health and encourage team play and healthy exercise. This would positively impact the students' learning environment, which would have a flow-on effect on the community.
- 4.3.3 This project is estimated to cost over \$1,000, and the PTA hosted a school disco in May 2024 to help raise funds for the sports balls. However, if the application is unsuccessful, the PTA will be unable to purchase the sports balls, which would negatively impact the students' learning environment.

4.4 Council Evaluation:

- 4.4.1 The application generally complies with the Board's Discretionary Grant Application Criteria, as the PTA is a committee that assists the school with various activities, including fundraising. However, no evidence has been provided that the Ministry of Education does not fund the sports balls.
- 4.4.2 The PTA has received the following funding during the last five years, and all Accountability Forms have been received:

Date	Project	Amount
August 2021	Towards the cost of a new junior playground	\$500
July 2022	Towards game line markings for the playground	\$500
November 2023	Towards a bike and scooter track	\$0
Total		\$1,000

- 4.4.3 The Board declined the PTA's application for funding towards a bike and scooter track as it believed that the Ministry of Education should fund the activity.

The Darnley Club (the Club)

4.5 Information provided by the Club:

- 4.5.1 The Club's main aim is to provide quality care to encourage improved quality of life for older people in the Kaiapoi community, whether they live independently or are being cared for at home. They also provide support and an opportunity for 'time out' for carers and other family members. Approximately 80% of the Club's clients are from the Kaiapoi-Tuahiwi area.
- 4.5.2 The Club is seeking funding to transport a client from Rangiora to meetings in Kaiapoi in the winter months, as it is not feasible for the Club's van to collect the client. The client suffers physically and is unable to afford to pay for transport. Due to her physical health, the client cannot use public transport without assistance.
- 4.5.3 The estimated transport cost is \$728; if the application is unsuccessful, the client will experience health and safety impacts. The Club's staff and volunteers will also be negatively affected as they will have to support the client while using public transport.

4.6 Council Evaluation:

- 4.6.1 As a profit organisation, the Club can apply for funding in terms of the Board's Discretionary Grant Application Criteria. However, it is unclear how the project will benefit the residents of the Kaiapoi-Tuahiwi area. Also, although there is empathy for the Club's challenges, the Application Criteria indicate that the Board will not fund individuals.
- 4.6.2 This is the first time that the Club has applied to the Board for funding.

Pines Kairaki Beaches Association (the PKBA)

4.7 Information provided by the PKBA:

- 4.7.1 The PKBA was founded in 1921, initially as 'The Pines Association'. In the early years, the association provided the settlements with various public facilities, including a playground, improved toilets and changing shed, a public water well and a community hall. Many of these projects were self-funded, using the proceeds generated from the association's annual gala. The association has also played a vital role in lobbying local authorities for better living conditions and contributing to installing electricity, the sewerage system and other core infrastructural projects.
- 4.7.2 PKBA is applying for funding to host the Mid-Winter Do in July 2024 and a Kids Movie Night in September 2024. These will be community events focusing on young families, schoolchildren, and youth-aged residents in the Pines and Kairaki Beach Area. Such community events reduce feelings of isolation and improve mental wellbeing.
- 4.7.3 It is estimated that 180 families will benefit from these events, most of whom are from the Kaiapoi-Tuahiwi area. It is estimated that hosting the events will cost approximately \$500, and PKBA has applied towards covering hall hire and catering costs. If the application is unsuccessful, the events will proceed; however, funding earmarked for other projects will have to be used.

4.8 Council Evaluation:

- 4.8.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a not-for-profit incorporated society, and the project will primarily benefit the residents of the Kaiapoi-Tuahiwi area.

- 4.8.2 The PKBA has received the following funding during the last five years, and all Accountability Forms have been received:

Date	Project	Amount
November 2019	Towards the cost of hosting the Annual Gala	\$500
April 2021	Towards the cost of hosting a barbeque for the firefighters and community	\$500
November 2021	Towards the cost of building a Community Pantry	\$443
November 2023	Towards hosting a Christmas event	\$515
Total		\$1,958

- 4.8.2 The PKBA was granted \$515 in November 2023; however, groups may apply twice a financial year, provided it is for different projects. All Accountability Forms were received.

- 4.9 The Board may approve or decline grants as per the grant guidelines.

- 4.10 The current balance of the Board's Discretionary Grant Fund for 2023/24 is only \$1,045. Therefore, the Board does not have sufficient funds to grant all the applicants. Also, it should be remembered that two months are remaining in this financial year.

4.11 **Implications for Community Wellbeing**

There are social and cultural implications, as community events provide an opportunity for social interaction and build a sense of community. Participating in community events assists in reducing feelings of isolation and encourages social mixing. Also, team sports promote school students' physical, social, and emotional health.

- 4.12 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

No other groups and organisations are likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject as exercise and social connections provide a sense of belonging and enhance community wellbeing.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

- 6.1.1 The 2023/24 Annual Plan includes a budget provision of \$5,390 for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups for the financial year. With \$2,132 being carried forward from the previous financial year, the Board had \$7,522 to allocate in the current financial year.

- 6.1.2 The current balance of the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund for the 2023/24 financial year is \$1,045, and if these applications were approved, the balance would be -\$1,544. It should be noted that two more months are left until the end of the current financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice in a financial, providing the applications are for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board-resolved values.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

All health and safety-related issues will fall under the auspices of the groups and organisations which apply for funding.

7. CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

People are friendly and caring, creating a strong sense of community in our District.
There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2023/2024

Name of group: Kaiapoi Branch North Canterbury Pony Club Incorporated

Address:

Contact person within organisation:

Position within organisation: Grants Admin

Contact phone number: Email:

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

We are hopeful of updating our Pony Club BBQ.
Our current BBQ is extremely old and is beyond repair.
We use our club BBQ to cook food for our young riders and their family at Pony Club rallies, social occasions and working bees.
We also use this BBQ to cook food as a fundraiser at our main annual events, our Kaiapoi Pony Club ODE in June and our Kaiapoi Pony Club Show Jump Day in September. The funds raised from these sausage sizzles help us to maintain our large grounds.

What is the timeframe of the project/event date? 3 Months

Overall cost of project: \$764.06 Amount requested: \$611.00

How many people will directly benefit from this project? 106

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

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

Provide estimated percentage of participants/people benefiting by community area:

Oxford-Ohoka % Rangiora-Ashley % Woodend-Sefton % Kaiapoi-Tuahiwi 100 %

Other (please specify):

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

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

We won't be able to cook warm food for our members.
We won't be able to use it as a fundraising tool come our annual events.

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

Warm food will be able to be cooked for our young riders and their families, especially on cold winter rally days coming up.
We will also be able to provide warm food to parents and members of the community that come along to donate time at working bees.

What is the benefit(s) to your organisation?

37

It will continue to benefit our organisation by providing a source to cook food for our members and community, facilitating a sense of belonging.
It will also provide a fundrasing tool being able to run sausage sizzles at our annual events.

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

We have members of the local community, extended family, neighours, ex-members that come along to help at working bees and donate time helping to run our events as dressage writings, marshalls, cross country fence judges. It allows us to give back by providing warm food to those who donate their time to help our small club thrive into the

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

If yes, name of parent group: _____

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

We are the Kaiapoi Pony Club committee, we work with, alongside and as one with the parent group.

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

Nil

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

If yes, please supply details:

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

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

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

Signed: _____ Date: 28/02/2024

Kaipoi Branch - North Canterbury Pony Club
Income and Expenses for the year ending 31 December 2022

Cheque Account opening balance at 1 January 2022 \$ 4,380.06

INCOME	2022	2021
Bank Interest	56.77	5.04
Subscriptions	4,715.00	2,846.00
Income from general activities:		
Hay	1,944.00	1,360.00
Badges		64.00
Raffles	1,687.00	395.00
Show Jumping Twilights	1,013.40	
5th Island Show Jump Champs		400.00
Flower sales		555.80
Ground Hire		355.00
Helmet Tagging	193.20	300.00
Prior year refund (Sharon pd twice)	1,260.00	
ODE		6,066.75
Show Jumping Event		5,740.50
Springston Trophy Fundraising		2,516.00
Certificate Contribution	155.00	
Uniform Bond	90.00	
Income for Events		
ODE ²	14,542.04	
Less: Expenses	1,647.22	12,894.82
Show Jumping Day ³	7,473.65	
Less: Expenses	1,254.55	6,219.10
		19,113.92
Grants:		
Grants Received ¹	5,290.00	500.00
Less: Grant refunded	364.69	200.00
	4,925.31	
Sundry & donations	90.00	250.00
Total Income	\$ 35,243.60	26,550.59

	2022
Total Income Including opening balance	\$ 39,623.66
Less Expenses	\$ 20,853.11
Less Transfer to Savings	\$ 14,000.00
Cheque Account closing balance at 31 December 2022	\$ 4,770.55

EXPENSES	2022	2021
Bank Fees	1.71	2.35
Clubrooms/Ground Improvements	1,565.19	1,497.33
Electricity	789.79	792.38
Gifts	455.90	
Engraving		30.00
NZPCA / NCPCA Levis	1,831.15	1,011.00
NZPCA Stationery	330.00	111.50
Stationery - Other	120.84	
Insurance	1,408.40	1,417.73
Instructors Rallies/Courses	638.96	900.00
Maintenance	585.71	1,085.55
Membership (Alex & Tony)	30.00	
ODE		2,922.06
KPC Camp	2,788.70	
Less: Rider Contribution	1,559.51	1,229.19
Show Jumping		3,000.17
Prizes/ribbons		528.43
Rally - Bennington Park		52.42
Teams Expenses (uniforms)	2,406.57	146.20
Sundry		580.48
Teams Expenses:		
5th Island Show Jump Champs 21	1,951.70	1,710.00
North Canterbury Champs	245.17	160.00
Collier Trophy	317.00	320.00
Springston Trophy ⁴	9,329.03	
Less: Grants received	1,000.00	
Less: Contributions	3,816.00	10,004.75
Amberley Cup	399.60	
Stringer Trophy	428.00	508.00
5th Island Show Jump Champs 22	100.00	500.00
Windsor Trophy		
Equipment/Gear	1,505.20	4,651.30
Total Expenses	\$ 20,853.11	31,973.35

	2022
Total Income Including opening balance	36,852.41
Less Expenses	31,973.35
Less Transfer to savings	
Cheque Account closing balance at 31 December 2021	4,380.06

Theresa Whitaker
Secretary
Tony Gallop
President.

Kalapoi Branch - North Canterbury Pony Club
Income and Expenses for the year ending 31 December 2022

Savings Account opening balance at 1 January 2022	\$	8,310.77
Interest Income		76.43
Transfer from cheque account		14,000.00
	\$	<u>22,387.20</u>

Total KPC Funds:	Cheque account	\$	4,770.55
As at 31 Dec 2022	Savings account	\$	<u>22,387.20</u>
		\$	<u>27,157.75</u>

Q U O T E		
MCALPINES RANGIORA LIMITED 1/a McAlpines Mitre 10 MEGA Private Bag 1003 Rangiora 7440		
18/02/2024	Op:SB	Till:07

Quote#: X-63997.1
Customer Ref: quote only
Valid Until: 19/03/2024
Deposit: 100%

To: Q26080
KAIAPOI PONY CLUB
KAIAPOI PONY CLUB LISA WILSON
LISA WILSON
0278297416
QUOTE ONLY
Ph: 0278297416
Customer: Kaiapoi Pony Club Lisa Wilson

BBQ 6BNR FLAT PLATE BLACK GRILLED		
397289	EACH	
1 @	\$764.06	\$764.06

END OF SEASON CLEAR OUT		
/		
0 @	\$0.00	\$0.00

Total(incl GST)	\$764.06
-----------------	----------



100000161367

Q U O T E

Terms and Conditions

Placing an order for Extra Choice Items requires full payment for all custom made products and products under \$200. For products over \$200, a \$200 deposit or the deposit percentage shown in this docket is required, whichever is greater.

Custom made orders cannot be returned or cancelled.

Other products may be returned or cancelled prior to delivery but are subject to a 20% restocking fee.

Signed:

Name:

Date:



Bunnings Ltd (New Zealand)
GST REG 24-882-403

Quotation Schedule

Quotation No: 318262511
Date: 22/02/2024

Customer: Kaiapoi Pony Club

Delivery Address:

Job Number:

Job Address:

Line	Item Number	Item Description	METRE or QTY	M3 or UNIT	RATE EXC GST	TOTAL EXCL GST	GST PAYABLE	TOTAL INCL GST
1	0036547	BBQ 6 BNR JUMBUCK++HOODED PORTLAND	1	Each	286.09	286.09	42.91	329.00
2	3180770	BBQ 6 BNR JUMBUCK++FLAT CLUB	1	Each	390.43	390.43	58.57	449.00
GRAND TOTAL			2			676.52	101.48	778.00

Subject to Bunnings Standard Terms & Conditions of Supply as set out in this Quotation.

* This quote is strictly confidential *

Name of group: St Patrick's School PTA

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Chair

Contact phone number: [REDACTED] Email: [REDACTED]

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

For new sports balls, (rugby, basketball, netball, soccer and volleyballs). Senior students are now 'signing out' sporting equipment too, so these don't go missing!

What is the timeframe of the project/event date? ongoingOverall cost of project: 1000 + Amount requested: \$750.00How many people will directly benefit from this project? 160 +

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

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

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

Provide estimated percentage of participants/people benefiting by community area:

 Oxford-Ohoka 5 %
 Rangiora-Ashley _____ %
 Woodend-Sefton 5 %
 Kaiapoi-Tuahiwi 90 %

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?

Children will have to wait longer for the finding for new outdoor sports balls - will impact on physical, social and emotional health.

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

physical, social and emotional health, encouraging kam play, healthy exercise.

What is the benefit(s) to your organisation?

43

Increased physical, social + emotional health to the children, will be positive, enabling us to purchase much needed sports balls.

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

For the students of a local school, impacts positively on their learning environment too, which has a domino effect to the community.

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

If yes, name of parent group: _____

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

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

We will be holding a disco (anti-bullying) in May.

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

If yes, please supply details:

Kaipoi - Tuahiwi Board for scooter track - declined.
Kwi Gaming - Scooter Track.

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

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


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

Signed: _____ Date: 9/13/24

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 Current Store Hours

 Own it now. Pay later.

Free Delivery on Selected Furniture Orders **\$249** or More [Shop now.](#)

✕

We have updated our [Terms and Conditions](#), including [Click and Collect Terms](#) and our [Group Privacy Statement](#).

✕

Cart (100)

 **The Warehouse**
The Warehouse Click & Collect — FREE

Delivery method

Click & Collect
[Choose store](#)
Standard Delivery



Avaro Basketball Ball Match Assorted Size 6
Choose a store to see availability
[Edit](#) [Move to Wishlist](#)

5 ✕
\$95.00



Fivestar Soccer Ball Assorted
Choose a store to see availability
[Edit](#) [Move to Wishlist](#)

5 ✕
\$75.00

Apply promo code


APPLY



Avaro Rugby Ball Trainer Black/White Size 5
Choose a store to see availability
[Edit](#) [Move to Wishlist](#)

5 ✕
\$35.00

Order summary

 **Members save around \$26 every month***
Sign up for FREE. *T&Cs apply.*

3 ✕
\$51.00

Subtotal \$1,048.00
Click & Collect FREE
The Warehouse Click & Collect — FREE



HELP



STORES



WISHLIST



SIGN IN



CART

PROCEED TO CHECKOUT



Edit Move to Wishlist



Avaro Trainer Soccer Ball World Cup White

Choose a store to see availability

Edit Move to Wishlist

10



\$70.00



Fivestar Netball Size 5

Choose a store to see availability

Edit Move to Wishlist

12



\$180.00



Fivestar Basketball Size 7

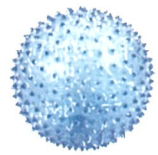
Choose a store to see availability

Edit Move to Wishlist

12



\$156.00



Avaro Play Ball Spike Assorted

Choose a store to see availability

Edit Move to Wishlist

10



\$100.00



Avaro Volleyball Ball Trainer Assorted

Choose a store to see availability

Edit Move to Wishlist

10



\$70.00

10





HELP

STORES

WISHLIST

SIGN IN

CART



Avaro Play Ball Rainbow
Choose a store to see availability
[Edit](#) [Move to Wishlist](#)

10



\$90.00



Avaro Basketball Trainer
Choose a store to see availability

Purchased together

8



\$115.00

Active Intent Play Junior Netball Set

ADD TO CART



\$3.00

Hoorah Happy Birthday Foil Banner Rainbow 3.6m

ADD TO CART



\$109.00

Active Intent Sports Basketball Stand Junior

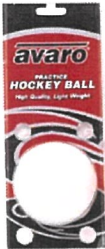
ADD TO CART



\$37.00

Active Intent Sports Portable Goal Set

ADD TO CART



\$10.00

Avaro Hockey Practice Ball Set

ADD TO CART

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Your email address

SIGN UP

St Patrick's⁴⁷ School PTA

Income and Expenditure Report as at 3rd December 2023

By Rebecca Morgan (Treasurer)

Memo/Payee		Deposit	Withdrawal	Balance
<u>Cheque Account - ASB 00</u>				\$ 10,309.35
21-Nov-23	Cleaning	\$ 50.00		
22-Nov-23	Jeeps fete	\$ 127.00		
Nov	scooter sponsorship	\$ 1,000.00		
Nov	Raffles	\$ 50.00		
22-Nov-23	Mainpower	\$ 1,000.00		
22-Nov-23	School unifrom reimburse		\$ 126.00	
22-Nov-23	school uniform reimburse	\$ 427.00		
24-Nov-23	school uniform reimburse		\$ 138.00	
24-Nov-23	Rebecca reimburse- \$50 gift \$50 PTA award		\$ 100.00	
28-Nov-23	Kaiapoi New World Ice Blocks		\$ 18.80	
28-Nov-23	To 50		\$ 500.00	
28-Nov-23	To 50		\$ 1,000.00	
28-Nov-23	To 50		\$ 6,220.04	
29-Nov-23	Rebecca reimburse- PC		\$ 53.04	
30-Nov-23	Kiwi Gaming Grant	\$ 10,000.00		
30-Nov-23	Bag deposit fete	\$ 67.50		
30-Nov-23	Bag deposit raffles	\$ 290.00		
30-Nov-23	Bag deposit fete	\$ 30.00		
30-Nov-23	Bag deposit fete	\$ 15.00		
30-Nov-23	Bag deposit sat raffles	\$ 302.90		
30-Nov-23	Bag deposit ice blocks	\$ 44.00		
30-Nov-23	To 50		\$ 10,000.00	
30-Nov-23	To 50		\$ 302.90	
30-Nov-23	To 50		\$ 500.00	
30-Nov-23	To 50		\$ 290.00	
30-Nov-23	To 50		\$ 112.50	
30-Nov-23	To 50		\$ 100.00	
30-Nov-23	To 50		\$ 173.50	
30-Nov-23	Suzanne reimburse Parade			
1-Dec-23	2nd hand uniform	\$ 7.00		
3-Dec-23	Menzshed Table		\$ 100.00	
3-Dec-23	Rebecca AGM		\$ 200.00	
Total		\$ 13,410.40	\$ 19,934.78	\$ 3,784.97

Out Standing Debt

Line Marking		\$ 2,518.50
T4 Grant		\$ 150.00
Total	\$ -	\$ 2,668.50

To be banked

Total	\$ -
Balance of Main Account	
	\$ 1,116.47

Saver Account - ASB 50 **\$ 642.18**

21-Nov-23	Uniform	\$ 31.50
-----------	---------	----------

24-Nov-23	School uniform reimbursement	48		\$	311.00	
28-Nov-23	From 00 Scooter track		\$	500.00		
28-Nov-23	From 00 Scooter track		\$	1,000.00		
28-Nov-23	From 00 Scooter track		\$	6,220.04		
29-Nov-23	Uniform		\$	52.00		
30-Nov-23	Grant		\$	10,000.00		
30-Nov-23	From 00 Scooter track		\$	500.00		
30-Nov-23	From 00 Scooter track		\$	100.00		
30-Nov-23	From 00 Scooter track		\$	302.90		
30-Nov-23	From 00 Scooter track		\$	290.00		
30-Nov-23	From 00 Scooter track		\$	112.50		
30-Nov-23	credit interest		\$	3.91		
30-Nov-23	IRD tax			\$	1.29	
Total			\$	19,112.85	\$	312.29
					\$	19,442.74

Out Standing Debt

To be banked

Total

Total

Balance of Saver Account	\$ 2,263.29
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Balance of all Accounts	\$ 20,356.53
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Groups applying for Board Discretionary Grants 2023/2024

Name of group:

The Darnley Club

Address:

Contact person within organisation:

Position within organisation:

Secretary

Contact phone number:

Email:

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

A client who attends Darnley, lives in Rangiora. She has been attending for many years. Last year we contributed towards Driving Miss Daisy as not feasible for the Darnley van to collect her. Darnley paid \$104 for the winter months. The friend/client suffers physically and cannot afford to pay for this service, she contributes \$80 a month. It is very dangerous for her to get the bus - volunteers/staff have to support her to do this which impacts on the other clients.

What is the timeframe of the project/event date?

ASAP to Spring

Overall cost of project:

728.00 (\$104 x 7 months)

Amount requested:

728.00

How many people will directly benefit from this project?

Client + Staff (approx 25+) + Clients

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

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

Provide estimated percentage of participants/people benefiting by community area:

Oxford-Ohoka _____%

Rangiora-Ashley 20 %

Woodend-Sefton _____%

Kaiapoi-Tuahiwi 80 %

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?

Impacts on staff, volunteers + clients to support her to bus stop and back. Impacts the client as very unsafe for her to travel on public transport and walk with walker home and to Darnley.

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

Health & safety! Client is picked up and dropped off directly to door. Staff etc at Darnley do not have to leave the club to support.

What is the benefit(s) to your organisation?

50

Again health & safety of all involved.

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

Benefit is to keep the client safe, low risk of fallout in the community.

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

If yes, name of parent group: _____

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

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

None.

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

If yes, please supply details:

Enclosed ☒ Financial Balance Sheet and Income & Expenditure Statement
(compulsory – your application cannot be processed without financial statements)☒ Supporting costs/quotes☐ Other supporting information☒ I am authorised to sign on behalf of the group/organisation making this application.☒ I declare that all details contained in this application form are true and correct to the best of my knowledge.☒ I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.☒ I accept that information provided in this application may be used in an official Council report available to the public.

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

Signature: _____

Date: _____

9/3/24

Rebecca Morgan

From: [REDACTED]
Sent: Saturday, 9 March 2024 8:24 a.m.
To: [REDACTED]
Subject: Fw: Transport for Darnley friend

[Yahoo Mail: Search, organise, conquer](#)

----- Forwarded message -----



Sent: Mon, 26 Jun 2023 at 9:18
Subject: Transport for Darnley friend
Good Morning

I'm very pleased to report that transport has been arranged as per the email below from Miss Daisy.

We will be invoiced \$184 per month and the friend will pay us \$80 towards this cost, so Darnley will actually contribute a total of \$104 per month.

I have spoken to the friend this morning and advised that our contribution is to help her attend Darnley safely through the winter months, she's absolutely delighted and can't thank us enough. She also understands not to discuss this funding with anyone else.

Thank you all for your empathy and support shown to this friend it's very much appreciated.

Have a good day.



Financial Report for December 2023 & January 2024

Westpac balance as at 30 November 2023	<u><u>\$49,104.33</u></u>
Payments made since last meeting:	
Spark NZ	299.90
Wages	34996.08
ATK - wages etc	7178.61
Kaiapoi Community Garden -	2523.90
Kaiapoi Food Forrest	2821.88
Payroll-Processing Fee	309.06
Transfer to Savings acc	200.00
Transfer to Mini Bus acc -	200.00
Petty Cash	500.00
WDC - Rent	438.34
New World - Kaiapoi	1830.75
Woolworths	157.12
Stuff - Press - subscription	59.39
Collins & Co - financial package	74.00
Hale Manufacturing - Hoist repair	342.99
Sue - Womens Weekly - 6 months subscription	89.99
Miss Daisy - transport	253.00
Cavendish Carpet Care - Carpet & dining chairs	652.63
Caltex Kaiapoi	652.58
Bidfood Ltd	369.87
Kaiapoi Rivverside Bowling Club - Vol Christmas party	1050.00
The Supports Group - Clients Christmas Party	1200.00
AMI Insurance - Van	943.71
Abraham - New Van insurance	2331.67
St John - Liz (refresher)	175.00
Dawn -Dec/Jan Expenses	53.50
Tania - Dec Expenses	126.82
Warehouse Stationery	198.00
IRD - GST (July to Dec)	8487.49
	<u><u>\$68,516.28</u></u>
Income:	
Ministry of Health incl GST	54234.00
Fees - Slater	361.56
Daily Raffle	676.40
Christmas Raffle	114.00
Kaiapoi Community Garden - Wages etc	2546.64
All Together Kaiapoi - Wages & ACC	7236.45
Kaiapoi Food Forest	2849.22
Transport	30.00
Christmas Donations ex Carers	410.00
Interest	159.91
	<u><u>\$68,618.18</u></u>
Westpac balance as at 31st January 2024	<u><u>\$49,206.23</u></u>
Bank Accounts:	
Term Deposit	\$ 260,362.08
Mini Bus Account	\$ 19,077.74
Savings Account	\$ 9,331.58
Cheque Account	\$ 49,206.23
	<u><u>\$ 337,977.63</u></u>

Min Bus Info -859 kms Dec & 1162 kms Jan - 272149 Odometer = kms

Kaiapoi Daycentre for Senior's Inc The Darnley Club Meeting Minutes

3.30pm Monday 11th February 2024 at Kaiapoi Community Centre.

Present: Sue Killmartin, Sally Howell, Dawn Armitage, John Meyer (Lateness apology) , Rebecca Morgan , Shirley Hobson

Apologies: Tracey Blair

Confirmation of previous Minutes: Moved as true and correct by Sue, 2nd by Shirley. Carried.

Matters Arising:

- Cleaning of kitchen, carpets done. Shirley painted the skirting board-thankyou!
Awaiting account for cleaning.

Correspondence in:

- Food Satisfy

Correspondence Out:

- Thankyou to Sutherlands and Peter Gardyne
- Food Satisfy

Moved as true and correct by Sue, 2nd by Shirley , Carried.

Treasurers Report: - Moved as true and correct by Sue, 2nd by John. Carried.

- See attached
- Sue moved that the term deposit that is maturing 16th March be moved to the mini bus account. Sally 2nd, Carried.

Co-ordinators Report: - Presented by Dawn, see attached. Moved as true and correct by Sally, 2nd by John. Carried.

- Letter of thanks to St Patrick's for the Christmas party- Rebecca to do and ask for booking this years Christmas party 14th December 2024.
- Discussed friend and Driving Miss Daisy arrangement. Dawn will go back to the family about potential church help. Rebecca will apply to the Kaiapoi Tuahiwi Community Board for funding.
- Dawn will be going away 17th May. All agreed if Dawn needs to go earlier that is no problem.

General Business:

- Van- Sue announced the van is registered 'QJM7'. In process of confirming sign writer prices and design with Whitehead Designs.

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Pines Kairaki Beaches Association

Address: [REDACTED]

Contact Person within Organisation: [REDACTED]

Position within Organisation: Events Organiser - Funding

Contact phone number: [REDACTED] Email: [REDACTED]

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

Events Project - PKBA are applying for funding to support community planned events, focusing on young families, school children & youth aged residents in the Pines and Kairaki Beach Area.
Event 1 - Mid Winter Do (14th July 2024) 3hrs Hall hire \$90, Beverages \$50, Catering \$160
Event 2 - Kids Movie Night (20th Sep 2024) 2hrs Hall hire \$60, Popcorn, Iceblocks & Pizza \$140

What is the timeframe of the project/event date? dates above

Overall Cost of Project: \$500 Amount Requested: \$500

How many people will directly benefit from this project? 180families

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

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

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

Provide estimated percentage of participants/people benefiting by community area:

Oxford-Ohoka _____% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi 50 %

Other (please specify): There are at least 180 families in our beach communities

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

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

N/a

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

Bringing the community closer together. Fun and Entertainment for the community.

Satisfaction that our community association is benefiting our community by providing events to bring our residents closer together with a community event.

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

Happier Beach Communities at Kairaki and Pines Beach

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

If yes, name of parent group: _____

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

N/a

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

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

If yes, please supply details:

We applied for funding for our Christmas Party November 2023 (Application was approved)

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

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

Please note: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: _____ Date: 13/03/2024

Pines Kairaki Beach Association

PKBA Community Planned Events Budget 2024

Location: Pines Beach Community Hall

Description	Cost	Notes
<u>Event 1 - Mid Winter Do</u>		(14th July 2024)
Hall Hire	\$ 90.00	3 hours @ \$30 per hour
Beverages	\$ 50.00	Soft drinks, juice etc
Catering	\$ 160.00	club sandwiches, mini rolls, savouries, sweet slice selection
<u>Event 2 - Kids Movie Night</u>		(20th Sep 2024)
Pop Corn	\$ 40.00	
Ice Blocks	\$ 30.00	
Pizza	\$ 70.00	
Hall Hire	\$ 60.00	2 hours @ \$30 per hour
Total	\$ 500.00	

The Pines and Kairaki Beaches Association Incorporated

Statement of Funding

For the period 1 January 2023 to 31 December 2023

		2023	2022
		\$NZ	\$NZ
Funds Received			
Donations		\$ 820	\$ 160
Grants Applied	(Note 6)	\$ 9,551	\$ 10,564
GST Refunds		\$ 566	\$ -
Hall Hire		\$ 12,449	\$ 11,600
Subscriptions		\$ 95	\$ -
Interest		\$ 250	\$ 87
Total Funds Received		\$ 23,729	\$ 22,411
Funds Applied			
Accountancy		\$ 681	\$ 673
Bank Fees		\$ 91	\$ 68
Depreciation	(Note 7a)	\$ 6,397	\$ 6,586
General		\$ 3,000	\$ 1,909
Wages/Withholding Tax		\$ 4,168	\$ 2,638
Hall Valuation		\$ 690	\$ -
Honoraria		\$ 450	\$ -
GST Payments		\$ -	\$ 776
Insurance		\$ 9,756	\$ 7,854
Other Events		\$ 566	\$ 757
Power		\$ 1,915	\$ 1,849
Community Projects		\$ -	\$ 2,530
Community Events		\$ 1,665	\$ -
Repairs and Maintenance		\$ 1,563	\$ 681
Web-site		\$ 350	\$ 561
Total Funds Applied		\$ 31,292	\$ 26,881
Net Reserves Accumulated/(Applied)		(\$ 7,562)	(\$ 4,471)

The Pines and Kairaki Beaches Association Incorporated

Statement of Reserves

As At 31 December 2023

		2023 \$NZ	2022 \$NZ
ASSETS			
Current Assets			
Westpac Bank Account (00)		\$ 12,072	\$ 8,008
Westpac Bank Account (001)	(Note 10)	\$ 1,540	\$ -
Westpac Simple Saver		\$ 3,890	\$ 11,533
Prepayments		\$ 5,938	\$ 3,818
Total Current Assets		\$ 23,440	\$ 23,359
Non-Current Assets			
Building (Hall)	(Note 7b)	\$ 1,180,000	\$ 897,000
Equipment	(Note 7a)	\$ 16,808	\$ 22,802
Total Non-Current Assets		\$ 1,196,808	\$ 919,802
TOTAL ASSETS		\$ 1,220,249	\$ 943,161
LIABILITIES			
Accounts Payable		\$ 130	\$ -
GST		\$ 116	\$ 1,156
Bonds for Hall Hire		\$ -	\$ 2,000
Prepayments received		\$ -	\$ 800
Unspent Grants	(Note 6)	\$ 5,000	\$ -
TOTAL LIABILITIES		\$ 5,246	\$ 3,956
NET ASSETS		\$ 1,215,002	\$ 939,205
RESERVES			
	(Note 8)		
Retained Earnings		\$ 658,566	\$ 665,768
Revaluation Reserve		\$ 556,436	\$ 273,436
TOTAL RESERVES		\$ 1,215,002	\$ 939,205

The Pines and Kairaki Beaches Association Incorporated

Notes to the Accounts

6 Grants Received

The Pines and Kairaki Beaches Association Incorporated has received the following grants, with thanks:

2023				
Grants	Purpose	Received	Applied	Unexpended
Waimakariri DC	Christmas Event	\$ 592	\$ 592	\$ -
Waimakariri DC	Insurance	\$ 8,039	\$ 8,039	\$ -
Kiwi Gaming Grant	Community Fun Day	\$ 920	\$ 920	\$ -
Kiwi Gaming Grant	Cleaning and Restaining	\$ 5,000	\$ -	\$ 5,000
Totals		\$ 14,551	\$ 9,551	\$ 5,000

2022				
Grants	Purpose	Received	Applied	Unexpended
Waimakariri DC	MenzShed	\$ 509	\$ 509	\$ -
Waimakariri DC	Insurance and Power Bill	\$ 7,855	\$ 7,855	\$ -
Kiwi Gaming Grant	Repainting of Bus Shelter	\$ 2,200	\$ 2,200	\$ -
Totals		\$ 10,564	\$ 10,564	\$ -

7 Fixed Assets

a. Depreciable Assets

2023				
Asset Class	Book Value 2022	Additions	Depreciation	Book Value 2023
Equipment	\$ 22,802	\$ 404	\$ 6,397	\$ 16,808
Total	\$ 22,802	\$ 404	\$ 6,397	\$ 16,808

2022				
Asset Class	Book Value 2021	Additions / (Sold)	Depreciation/ Gain or Loss on Fixed Assets	Book Value 2022
Equipment	\$ 30,208	(\$ 550)	\$ 6,586	\$ 23,072
Correction (Note 10)	(\$ 270)	\$ -	\$ -	(\$ 270)
Total	\$ 29,938	(\$ 550)	\$ 6,586	\$ 22,802

b. Assets recognised at valuation

2023			2022
Asset	Valued at	Source	Valued at
Hall	\$ 1,180,000	Maxwell Valuation	\$ 897,000
Total	\$ 1,180,000		\$ 897,000

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Kaiapoi-Tuahiwi Community Board 10.136.100.2410			2022/23= \$5,270 = carry forwards \$2,627 Total \$7,897				\$ 7,897.00
	18-Jul-22	St Patricks School PTA	Game Lines	18.8.23	\$500	\$500	\$ 7,397.00
	18-Jul-22	Kaiapoi Toy Library	Cultural and sensory toys	28.09.2023	\$500	\$500	\$ 6,897.00
	15-Aug	Reflections	Waimakariri Light Party	15.12.22	\$588	\$588	\$ 6,309.00
	15-Aug	Clarkville Playcentre	Fruit Trees and vegetable plants	8-Dec-22	\$500	\$250	\$ 6,059.00
	21-Nov	Cure Boating Club	Wood stain for floors, egress ramp and stairs		\$500	\$500	\$ 5,559.00
	20-Feb	North Canterbury Pride	Picnic in the Park		\$275	\$300	\$ 5,259.00
	20-Feb	Clarkville Playcentre	First Aid Courses	13.06.2023	\$387	\$387	\$ 4,872.00
	20-Mar	Kaiapoi Rugby Football Club	Replace broken cabinet	19.09.2023	\$500	\$500	\$ 4,372.00
	20-Mar	Kaiapoi Community Gardens	Signage	23.08.2023	\$240	\$240	\$ 4,132.00
	20-Mar	WITHDRAWN All Together Kaiapoi	Subscription for software				\$ 4,132.00
	20-Mar	Relay for Life event	Costs of hosting	7.06.23	\$250	\$500	\$ 3,632.00
	17-Apr	R13 Youth Development Trust	Replacement sports equipment, new kitchen equipment and a new printer	1.09.2023	\$500	\$500	\$ 3,132.00
	17-Apr	North Canterbury Adventure Club	Purchase an inflatable shade tent and electric pump		\$825	Declined	\$ 3,132.00
	17-Apr	It Takes A Village Hub	To purchase fabric and elastic		\$500	\$500	\$ 2,632.00
	16-Jun	All Together Kaiapoi	Advertising Matariki in Kaiapoi	19.06.2023	\$500	\$500	\$ 2,132.00
	19-Jun	All Stars Marching	Annual camp		\$500	\$500	\$ 1,632.00

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Kaiapoi-Tuahiwi Community Board 10.136.100.2410			2023/24 = \$0,390 = carry forwards \$1,632 = Returned funds \$500				\$ 7,522.00
	17-Jul	Coastguard North Canterbury	towards upgrading the swift water rescue vessel		\$500	\$750	\$ 6,772.00
	21-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event		\$750	\$750	\$ 6,022.00
	21-Aug	Community Wellbeing North Canterbury Trust	towards an 0800 number		\$600	\$600	\$ 5,422.00
	16-Oct	Pines Kairaki Beaches Association	Towards hosing a Christmas event	31-Jan-24	\$515	\$515	\$ 4,907.00
	20-Nov	St Patrick's School	towards a bike and scooter track	Declined	\$500	\$0	\$ 4,907.00
	20-Nov	Community Watch Kaiapoi Inc	towards a AED	8-Mar-24	\$750	\$750	\$ 4,157.00
	11-Dec	North Canterbury Pony Club	Towards first aid services		\$1,000	\$750	\$ 3,407.00
	19-Feb	Northern Phoenix paddling club	towards go pro cameras		\$1,667	\$667	\$ 2,740.00
	19-Feb	Waimakariri Community Arts Council – Kaiapoi's Art on the Quay	towards promotion of exhibitions		\$695	\$695	\$ 2,045.00
	13-Mar	Cure Boating Club	Towards painting a mural on its walls		\$1,000	\$1,000	\$ 1,045.00
	15-Apr	Kaiapoi Branch North Canterbury Pony Club Inc	Towards a new BBQ		\$611		
	15-Apr	St Patricks School PTA	Towards new sports balls		\$750		
	15-Apr	The Darnley Club	Towards the cost of transporting a client		\$728		
	15-Apr	Pines Kairaki Beaches Association	Towards hosting community events		\$500		

GOVERNANCE

Kaiapoi-Tuahiwi Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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

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

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

Criteria for application

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

What happens now?

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

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 240212019962**REPORT TO:** Kaiapoi-Tuahiwi Community Board**DATE OF MEETING:** 15 April 2024**FROM:** Kay Rabe, Governance Advisor**SUBJECT:** ANZAC Day Services 2024**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

The purpose of this report is to appoint the Kaiapoi-Tuahiwi Community Board (the Board) representation at the 2024 Anzac Day services around the Board's area, and for the representative(s) to lay the wreath on behalf of the Board.

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240212019962.
- (b) **Appoints** Board member, to attend the Kaiapoi Dawn Service to be held at 6.30am on Thursday, 25 April 2024, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member, to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath. Noting that a Council representative will also be laying a wreath.
- (d) **Appoints** Board member, to attend the Tuahiwi Anzac Day services to be held at 2pm on Thursday, 25 April 2024, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

3. BACKGROUND

- 3.1 Anzac Day will be commemorated on Thursday, 25 April 2024, and it is normal for a representative of the Community Boards to attend the services and lay wreaths on behalf of the community.
- 3.2 Representatives from the Community Boards will be laying wreaths on behalf of the community at the Woodend, Kaiapoi Citizens, Oxford and Rangiora services, which Councillors will also attend. Community Board representatives will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

4. **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Wednesday, 24 April 2024. The first will be at Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Community Centre.
- 4.2 All other services will be held on Thursday, 25 April 2024, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 The Kaiapoi Citizens' Service will be held at 10am at the Kaiapoi Cenotaph (Trousselot Park). However, elected members are also invited to the dawn service at 6.30am at the War Memorial on Raven Quay.
- 4.4 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.5 The times of the services are:

Wednesday 24 April 2024:	Ohoka Hall	11am
	Woodend Community Centre	6pm
	Sefton Domain Service	6pm
Thursday 25 April 2024:	Pegasus Dawn Service	5:50am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11.30am
	West Eyreton Service	12pm
	Tuahiwi (Urupa)	2pm

4.6 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

- 4.7 The Management Team have reviewed this report and supports the recommendations.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured. Hence, Council and the Board representatives will attend the Anzac Day Service at the Tuahiwi Urupa.

5.2 **Groups and Organisations**

Staff assist the local RSA representatives with traffic management plans, advertising services, and service sheets.

5.3 **Wider Community**

The events will be advertised before the day, outlining the time and place of ceremonies in the Waimakariri District and inviting all community members to attend one or more services.

The community expect Anzac Services to be held in the district and for the Council to support the events, as it has done for decades, alongside the RSAs. These are public events, and everyone is welcome to attend.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The Council's Governance budget covers the costs for wreaths, advertising, traffic management, and service sheets, and we are not seeking funding from the Woodend-Sefton Community Board for these costs.

The Council's Greenspace Team undertakes maintenance work at the various memorial sites and cenotaphs prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also provides annual grants of \$4,000 to the various RSA for miscellaneous costs of hosting the ANZAC Day services and pianos are tuned ahead of various community halls being utilised alongside the services.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

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

6.4 **Health and Safety**

All health and safety-related issues would fall under the auspices of the local RSA, which will host the various services.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

There are wide-ranging opportunities for people of different ages and cultures to participate in community life.

7.4 **Authorising Delegations**

Not applicable.