

Agenda

Woodend-Sefton Community Board

Monday 13 July 2026

5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Mark Paterson (Chairperson)

Andrew Thompson (Deputy Chairperson)

Brent Cairns

Joel McLachlan

Mathew Potter

Shona Powell

Prudence Stone

AGENDA CONTENTS – WOODEND-SEFTON COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
3	Confirmation of Minutes	
3.1	Minutes of 8 June 2026	7-17
3.3	Workshop Notes of 8 June 2026	18-21
6	Report	
6.1	Brook Wilson Memorial Seat Proposal Gladstone Park	22-26
6.2	Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund and 2026/27 General Landscaping Budget	27-37
6.3	Application to the Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund	38-63
6.4	Ratification of the Woodend-Sefton Community Board's Submission on Environment Canterbury's Public Transport Network Review	64-69
8	Chairpersons Report	70
10	Members Information Exchange	
10.1	Prudence Stone	71-72
10.2	Tim Bartle	73
10.3	Philip Redmond	74

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 13 JULY 2026 AT 5.30PM.

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

	<u>BUSINESS</u>	PAGES
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION MINUTES</u>	
3.1	<u>Minutes of the Woodend-Sefton Community Board Meeting – 8 June 2026</u>	7-17
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Confirms , as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 8 June 2026.	
3.2	<u>Matters Arising (from Minutes)</u>	
3.3	<u>Notes of the Woodend-Sefton Community Board Workshop – 8 June 2026</u>	18-21
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Receives , the circulated Notes of the Woodend-Sefton Community Board Workshop held on 8 June 2026.	
4	<u>DEPUTATIONS AND PRESENTATIONS</u>	
	Nil.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 REPORTS

6.1 Brook Wilson Memorial Seat Proposal Gladstone Park – Ken Howat (Parks and Facilities Team Leader)

22-26

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 260420099427.
- (b) **Approves** the installation of a memorial seat at Gladstone Park (and plaque) in memory of Brook Wilson with installation and purchase costs met by the Wilson family.
- (c) **Notes** the ongoing operational cost of the seat and the plaque would be the responsibility of Council, although this specific asset would not require additional operational cost and would be covered under existing budgets.

6.2 Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund and 2026/27 General Landscaping Budget – Thea Kunkel (Governance Team Leader)

27-37

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 260527125138.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2026/27 is \$15,120, with a carry forward from the previous financial year to be reported back in September 2026.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2026/27 financial year is \$7,200.
- (d) **Approves** the Board's Draft Discretionary Grant Fund Application Criteria and Application Form (Trim: 210603089821).
- (e) **Approves** the Board's Draft Discretionary Grant Accountability Form (Trim: 210603089895).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2026/27 financial year (July 2026 to June 2027).

6.3 Application to the Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)

38-63

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260525122846.
- (b) **Approves** a grant of \$..... to the Hope Community Trust towards heavy-duty shelves to store donated food for food parcels.
OR
- (c) **Declines** a grant to the Hope Community Trust.
- (d) **Approves** a grant of \$..... to the Woodend Garden Club towards the cost of venue hiring for meetings.
OR
- (e) **Declines** a grant to the Woodend Garden Club.

6.4 **Ratification of the Woodend-Sefton Community Board's Submission on Environment Canterbury's Public Transport Network Review – Thea Kunkel (Governance Team Leader)**

64-69

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260630152888.
- (b) **Retrospectively ratifies** its submission to Environment Canterbury's Public Transport Network Review (Trim: 260610134673).

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 **Chairpersons Report for June 2026**

70

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 260707162293).

9 MATTERS FOR INFORMATION

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 3 June 2026.**
- 9.2. **Rangiora-Ashley Community Board Meeting Minutes 10 June 2026.**
- 9.3. **Kaipoi-Tuahiwi Community Board Meeting Minutes 15 May 2026.**
- 9.4. **Rangiora Airfield Governance Review 2026 – Report to Council Meeting 2 June 2026 – Circulates to all Boards.**
- 9.5. **Section 155 Assessment of proposed Public Spaces Bylaw – Report to Council Meeting 2 June 2026 – Circulates to all Boards.**
- 9.6. **Closed Circuit Television and Other Recording Devices Policy – Report to Council Meeting 2 June 2026 – Circulates to all Boards.**
- 9.7. **Health, Safety and Wellbeing Report April 2026 to May 18 2026 – Report to Council Meeting 2 June 2026 – Circulates to all Boards.**
- 9.8. **Adoption of the Annual Plan 2026/27 – Report to Council Meeting 16 June 2026 – Circulates to all Boards.**
- 9.9. **Enterprise North Canterbury (ENC) 2025/26 Approved Statement of Intent (SOI) and Associated Business Plan – Report to Audit and Risk Committee Meeting 16 June 2026 – Circulates to all Boards.**
- 9.10. **Aquatics June Update – Report to Community and Recreation Committee Meeting 16 June 2026 – Circulates to all Boards.**
- 9.11. **Libraries Update to June 2026 – Report to Community and Recreation Committee Meeting 16 June 2026 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.11.

Note:

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

10 MEMBERS' INFORMATION EXCHANGE

- 10.1 **Prudence Stone** 71-72
Trim: 260708162938.
- 10.2 **Tim Bartle** 73
Trim: 260708162939.
- 10.3 **Philip Redmond** 74
Trim: 260708162933.

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.

Any written information submitted by members will be circulated via email prior to the meeting.

11 CONSULTATION PROJECTS

- 11.1 **Draft CCTV and Other Recording Devices Policy**
<https://letstalk.waimakariri.govt.nz/draft-cctv-policy>
Consultation closes on Monday 20 July 2026.
- 11.2 **Waimakariri Youth Council Future Voices Survey**
<https://letstalk.waimakariri.govt.nz/waimakariri-youth-council-future-voices-survey>
- 11.3 **Pegasus Youth Space – Design**
<https://letstalk.waimakariri.govt.nz/pegasus-youth-space-options>

12 BOARD FUNDING UPDATE

- 12.1 **Board Discretionary Grant**
Balance as at 1 July 2026: \$7,200.
- 12.2 **General Landscaping Budget**
Balance as at 1 July 2026: \$15,120, with carry forward from the previous financial year to be reported in September 2026.

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 10 August 2026 in the Woodend Community Centre.

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 8 JUNE 2026 AT 5.30PM.

PRESENT

M Paterson (Chairperson), B Cairns, M Potter, S Powell and P Stone.

IN ATTENDANCE

T Bartle and P Redmond (Kaiapoi-Woodend Ward Councillors).

K LaValley (General Manager Planning, Regulation and Environment), K Straw (Civil Projects Team Leader), H Downie (Strategy and Centres Team Leader), S Binder (Senior Engineering Advisor), A Willis (Contract Planner), T Künkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There were two members of the public present.

1. APOLOGIES

Moved: S Powell

Seconded: M Potter

THAT the Woodend-Sefton Community Board:

- (a) **Receives** and sustains apologies for leave of absence from A Thompson and J McLachlan.

CARRIED

2. CONFLICTS OF INTEREST

- Item 6.4 - M Potter declared a conflict as he was currently a member of the Pegasus Residents Group Inc Committee.

3. CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 13 April 2026

Moved: M Potter

Seconded: P Stone

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 13 April 2026.

CARRIED

3.2 Minutes of the Woodend-Sefton Community Board Meeting – 11 May 2026

Moved: B Cairns

Seconded: P Stone

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 11 May 2026.

CARRIED

3.3 **Matters Arising (from minutes)**

There were no matters arising.

4. **DEPUTATIONS AND PRESENTATIONS**

Nil.

5. **ADJOURNED BUSINESS**

Nil.

6. **REPORTS**

6.1 **Request for “Keep Clear” Marking Outside No. 71 Main North Road** – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)

S Binder took the report as read.

M Paterson asked whether consultation had been undertaken with the neighbouring site. S Binder advised that he had not spoken with them specifically regarding this request, although he had previously engaged with the coffee shop on the south side.

M Paterson expressed a concern that the Council had not liaised with the owner of Canterbury Honda, who also owned the coffee shop building. He questioned whether the Council would need to undertake any further work to institute a “Keep Clear” marking on the roadside in front of 71 Main North Road. He noted that “Keep Clear” markings had already been painted outside 71 Main North Road. S Binder noted the request was prompted by unilateral action taken by the business owner. However, the Council had declined to take further action until it had received feedback from the Board. If the Board did not approve the keep-clear restriction, the Council would direct the business owner to remove the existing parking restriction. S Binder further commented that this particular location had a long history, including reference in a 2015 memo and previous Council discussions. Staff had not undertaken an exhaustive review of other businesses along the frontage but did not expect that the same approach would necessarily apply in other cases.

In addition, M Paterson enquired who owned the strip of land in front of 71 Main North Road. S Binder advised that it was owned by the New Zealand Transport Agency, but that the Council was likely to assume ownership once the State Highway was revoked. It was anticipated that the Council would acquire all Main North Road within the next three to five years. He further noted that, as part of the Woodend Pegasus Strategy Review, work was underway to develop a broader vision for the Woodend town centre. The current proposal was therefore intended as a short-term measure, with the expectation that a more comprehensive review of parking could occur once most State Highway traffic had been redirected elsewhere.

B Cairns sought clarity on what “Keep Clear” markings would entail. S Binder explained that it would consist of markings on the ground and noted that the request before the Board was for retrospective approval or disapproval.

P Stone asked whether any complaints had been received about the “Keep Clear” markings installed at 71 Main North Road. S. Binder confirmed that no complaints had been made to the Council. M Paterson commented that complaints had arisen from other business owners because two prime parking spaces serving the nearby coffee shop were unavailable.

Moved: M Paterson

Seconded: P Stone

THAT the Woodend-Sefton Community Board:

- (a) **Lay** on the table until consultation was carried out with the adjacent properties.

CARRIED

6.2 **Request to Approve Intersection Controls on Jelfs Road, Lilburne Street, Broad Road, McGifferts Road, Vaughan Street and Buller Street** – S Binder (Senior Transportation Engineer) and N Puthuppambal (Transportation Engineer)

S Binder spoke to the report, noting that it covered five locations. Four of the sites were currently controlled by Give Way signs and were proposed to be changed to Stop controls, while one location was proposed to have its existing Give Way control formalised.

P Redmond referred to Jelfs Road and noted that a resident had requested traffic controls. He asked what type of control had been sought. S Binder advised that he had not been directly involved in that request, but understood there had been a push for a Stop control. He noted that staff were assessing the site in detail and that visibility at the intersection was appropriate, meaning the default position was generally to retain a Give Way control.

Moved: M Paterson

Seconded: S Powell

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 251201228464.
- (b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Jelfs Road	Woodend Beach Road	Give Way	none
2	Lilburne Street	Lorimer Street	Stop	Give Way
3	Broad Road	Upper Sefton Road	Stop	Give Way
4	McGifferts Road	Upper Sefton Road	Stop	none
5	Vaughan Street	Cross Street	Stop	none
6	Buller Street	Cross Street	Stop	none

- (c) **Circulate** this report to the Utilities and Roding Committee for information.

CARRIED

M Paterson expressed support for the motion, noting that the proposed *Stop* control changes were logical and appropriate.

S Powell thanked staff for the report and commented that it was pleasing to see the matter being reviewed.

6.3 **Proposed Rooding Capital Works Programme for 2026 / 27 and Indicative Three-Year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Rooding and Transport Manager)

K Straw spoke to the report, noting that it sought the Board's endorsement of the proposed Rooding Capital Works Programme for the 2026/27 financial year, along with the indicative three-year programme to follow. He explained that the programme covered categories with a general allocation in the Council's Long Term Plan, and where community input was valuable in achieving the desired outcomes. It did not include major rooding projects that had their own specific budget allocations identified in the Long Term Plan.

K Straw outlined the programme categories, which included Urban Kerb and Channel Renewals, Footpath Renewals, Minor Safety Improvements, the new Footpath Programme, and new Passenger Transport Infrastructure. While he did not speak to each project individually, he highlighted two matters of note. K Straw also noted that there were no Kerb and Channel renewals scheduled in the Woodend–Sefton area; however, staff had identified a small section at the intersection of State Highway 1 and Waikuku Beach Road that they intended to include in the next financial year. This would utilise some of the currently unallocated budget, and no other changes were proposed. In relation to the Footpath Programme, he referred to the provision for an unsealed footpath on Chinnerys Road. He clarified that the unsealed footpath would be an interim solution until Chinnerys Road was urbanised, at which point a sealed footpath would be constructed.

M Paterson observed that little work was proposed within the Woodend–Sefton area. K Straw explained that the Kerb and Channel and Footpath Renewal Programmes were primarily condition-based; therefore, if no assets in the Woodend–Sefton area appeared in the programme, it generally indicated that their condition remained good. He noted one site on Main North Road, between Owen Stalker Park and Woodend School, that was included in the Footpath Renewal Programme. This work was being coordinated with the stormwater project scheduled for the following financial year. K Straw acknowledged that there was not a large amount of work proposed in the Board's area but reiterated that this reflected the overall condition of the assets. Regarding the new Passenger Transport Infrastructure, he advised that prioritisation was based on boarding numbers. He added that staff were happy to receive feedback if there were specific sites the Board wished to raise in any of the programme categories.

S Powell questioned the proximity of the proposed bus shelter on Woodend Road near State Highway 1 to the highway. K Straw clarified that the shelter would be located on State Highway near Woodend Road, as Woodend Road itself was not a passenger transport bus route.

B Cairns asked whether the new bus stop in Ravenswood would be included in the Bus Shelter Programme. K Straw advised that the Council had only installed a relocated seat there as an interim measure. As the stop was relatively new, it had not yet been flagged for a shelter, but it would ultimately move up the priority list.

Responding to S Powell's question, K Straw explained that when Pegasus was originally developed, the alignment of several pedestrian cut-downs had been poorly designed. In some locations, there were no corresponding cut-downs on the opposite side of the road. The allocated budgets were intended to correct these issues. The Pegasus footpath connections listed under Walking and Cycling, with budget allocations of \$40,000 and \$20,000, were to address these challenges.

T Bartle asked about the life expectancy of kerb and channel assets. K Straw advised that the design life was approximately 50 years, although staff were observing significantly longer lifespans in practice.

P Redmond queried whether the limited amount of work proposed in the Woodend–Sefton area reflected the quality and good condition of the existing assets. K. Straw confirmed that this was a fair assessment.

Moved: S Powell

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 260508111821.
- (b) **Endorses** the 2026/27 DRAFT Proposed Roothing Capital Works Programme (Trim: 260508111836).
- (c) **Endorses** the indicative Roothing Capital Works Programme for the 2027/28, 2028/29 and 2029/30 financial years.
- (d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report, which is proposed to be taken to the Utilities and Roothing Committee in July 2026 for approval.

CARRIED

S Powell thanked staff for the report, noting that it was valuable to receive these updates, understand what work was upcoming, and identify any potential gaps.

B Cairns commented that the Woodend-Sefton area included a relatively new part of the Waimakariri District, which explained why it did not feature as prominently in renewal programmes compared with older areas where kerb and channel and footpath assets were reaching the end of their life.

6.4 **Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund** – T Künkel (Governance Team Leader)

T Künkel spoke to the report, noting the Board had received three applications for Discretionary Grant Funding. The first was received from the North Canterbury Scout Jamboree Troop (the Troop). The Troop was requesting funding towards the cost of attending a pre-Jamboree camp in Oxford in October 2026. The application met the Board's Discretionary Grant Criteria in that it was submitted by a community-based youth organisation. However, the requested \$1,000 exceeds the specified \$ 750-per-application limit. Furthermore, the criteria stated that a project should be in the Board's area, yet only a few participants were from the Woodend-Sefton area.

S Powell sought confirmation that this was a pre-jamboree camp, not the annual jamboree. T Künkel confirmed that the funding was for attending a pre-Jamboree camp from 24 to 25 October 2026 in preparation for the actual Jamboree.

T Bartle sought clarification: this pre-jamboree was held in Oxford, and only six members were going from the Boards area, and T Künkel confirmed that this was correct.

B Cairns assumed the \$3,500 cost was paid to attend the big Jamboree. However, it was T Künkel's understanding that the \$3,500 was for the pre-jamboree camp because the actual jamboree was quite expensive.

P Stone asked why the Kaiapoi-Tuahiwi Community Board declined the application. T Kunkel explained that they declined because only eight participants came from their Kaiapoi-Tuahiwi area.

Moved: M Paterson

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260428104185.

- (b) **Approves** a grant of \$250 to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

CARRIED

B Cairns commented that the Scouts provided significant benefits for young people who participated. He noted that a pre-jamboree camp was an important opportunity for attendees to build confidence in camping and outdoor skills.

T Künkel spoke to the application, noting it was received from the North Canterbury Federation of Women's Institute (WI), which intended to host its annual Craft Day on 21 July 2026. The WI's application met the Board's Discretionary Grant Criteria in that it was submitted by a community-based organisation and the requested \$500 was less than the specified \$750 per application limit. In addition, most of the participants (60%) were expected to be from the Woodend-Sefton area. She noted that the criteria stated that wages could not be paid, and some of the costs the WI had proposed, specifically tutor expenses, fell into that category. Staff had advised the WI that these costs were ineligible. T Künkel further observed that this was the third time the WI had applied to the Board for support with hall hire and craft supplies.

P Redmond sought confirmation that they had not applied in the last three years. T Künkel confirmed that they last applied to the Woodend-Sefton Community Board in 2023. However, they did apply to the Rangiora-Ashley Community Board in 2024.

Moved: M Potter

Seconded: B Cairns

- (c) **Approves** a grant of \$310 to the North Canterbury Federation of Women's Institute towards costs related to running its craft day in July.

CARRIED

Having previously declared a conflict of interest, M Potter sat back from the table and did not take part in the discussion.

T Künkel noted that the Pegasus Residents Group Inc. (PRGI) was seeking funds to host the Matariki Tea in partnership with Pegasus Bay School. The application met the Board's Discretionary Grant Criteria as it was organised by a community-based organisation. The PRGI requested \$500, which was below the specified \$ 750-per-application limit. Most participants were expected to come from within the Board's area. However, she noted that the PRGI had received funding for the event in 2023, 2024, and 2025.

B Cairns sought confirmation that \$300 of the costs related to scones, and T Künkel confirmed that this was correct.

Moved: S Powell

Seconded: B Cairns

- (d) **Approves** a grant of \$300 to the Pegasus Residents' Group Inc. towards costs relating to the Matariki morning tea to be held at the Pegasus Bay School.

CARRIED

S Powell advised that the PRGI had been advised in 2025 that it would need to seek alternative funding sources. The PRGI had already received funding for the previous three years, and this application represented a fourth request. She noted that she was proposing a \$300 grant only because the PRGI had faced significant challenges recently, including financial pressures. S Powell added that she would not support further grants to the Group in future years.

B Cairns agreed with the proposed \$300 amount, noting that it reflected the cost of providing the scones. He expressed his appreciation for the PRGI's choice of a local supplier. B Cairns also acknowledged the considerable work the PRGI undertook, both behind the scenes and in delivering community events, and stated that he supported them receiving the funding.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2026

- M Paterson noted that the opening for the John Harris Memorial Den in Woodend would be at 3 pm on Saturday, 15 August 2026. which was the anniversary of his passing. There had been some debate over the name, which the Board approved in March 2026. The Lions Club wants the word "Lions" to be included. i.e, John Harris Memorial Lions Den. However, he believed that it would be too long.

S Powell noted that discussions about the matter had begun some time ago, and that the Woodend Lions Club had previously spoken with the Mayor. She had also discussed the issue with the Mayor, who had indicated a willingness to become involved, if necessary, although the preference was to resolve the matter without escalation.

M Paterson believed a compromise would be reached. He advised that the planned function would proceed, with invitations extended to all, and that the Mayor was expected to speak at the event.

- M Paterson further raised the issue of the footpath connection between Woodend and Pine Acres, noting recent reports that work was commencing on the Kaiapoi to Pine Acres section. He expressed the view that the Board should consider progressing a connection to Woodend sooner rather than waiting for the Woodend Bypass to be developed, as five years was a long period to be without a safe cycling link to Pine Acres.
- Finally, M Paterson reiterated his concern, raised several times previously, regarding the lack of progress on dealing with electric motor bikes ramping at Gladstone Park, noting that no advancement appeared to have been made.

Moved: M Paterson

Seconded: M Potter

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 260603129483).

CARRIED

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.
- 9.4. Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.

- 9.5. Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.
- 9.6. Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.7. Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.8. Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.9. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.10. Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.11. Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 9.12. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: B Cairns

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

P Stone

- Community members from Oxford reported that they had not received any communication from Health New Zealand since signing up for the Strategic Advisory Group to which they had been invited. It was unclear whether the group related to the wider North Canterbury area or specifically to the Oxford community and Oxford Hospital.
- The Waimakariri Access Group held its fundraiser dance over two evenings.
- Attended the Annual Long-Haired Cat Show at the Rangiora Bowling Club.
- The Lions held their annual book fair and achieved record fundraising.
- Attended the Waimakariri Events Plan Stakeholder Workshop, where staff were developing a sector-based approach for all event holders and stakeholders to support future strategic planning.
- Attended the Woodpecker Trust meeting.
- The Ravenswood Cuppa event was attended.
- The Woodend Community Association reported that it would hold its members' working bee day on 15 July 2026 and expressed interest in collaborating with the Woodend Lions.

B Cairns

- Attended Pegasus public meeting – well-attended public meeting
- Arranged for the replanting, then attended the planting of a tree to celebrate the 100th birthday of Myrtle Sheppard.
- Attended Kaiapoi RSA Annual General Meeting – appointed to the executive, to help with lifting the profile of the club.
- Attended Kaiapoi Historical Annual General Meeting – the group have had over years of issues with accessing the mezzanine – taking boxes up and down steep stairs.

- Met on site with Woodend Lions President and a member of the public to discuss the Lions' assistance/takeover of the management of the Food Forest at Gladstone Park. Staff were assisting with mulch.
- Attended pre-meeting discussions and then attended the Waimakariri Events Plan workshop – this was with stakeholders to discuss how the Council could better support event providers. The Purpose of the Events plan was to set out a 10-year vision to encourage and sustain events in the district. Agree on wider outcomes that events could/should contribute towards. Clarify the roles of Council, Enterprise North Canterbury, Promotion Associations, and potentially other entities in commissioning / supporting / delivering events.
- Attended Enterprise North Canterbury business summit – a number of really good speakers, motivational and educational – found the use of IT the most fascinating.
- Have attended multiple meetings to discuss and organise the Rangiora Town Hall's 100-year celebration in September 2026. Would be a weekend of events, tours and two concerts from multiple entertainers.
- Visited the Oxford gallery to offer assistance regarding marketing and to make the gallery less reliant upon funders.
- Met with High Street retailers who were organising a mid-July 2026 two-week-long event to increase people coming to High Street Rangiora.
- Visited the new Art Gallery in Kaiapoi to offer ideas regarding promotion.
- Attended Woodend Pegasus Area Strategy meeting.
- Attended Art on the Quays latest art opening – always a good exhibition space to visit.
- Celebrated with Neville Atkinson, who was announced in the King's Birthday Honour list
- Along with the Mayor, I was invited to attend an event at The Sterling, which was building a strong, welcoming retirement facility.
- Attended Waimakariri Public Arts Trust meeting – deputation from a descendant of Thomas Pashby, wanted a sculpture created to celebrate Thomas's life in the district.
- Attended an author talk from Rachael King, who had publishers in the United States of America, the United Kingdom and New Zealand, in nine languages. She was a contestant on the TV program The Traitors and talked of her experiences there.
- Attended the opening of the 20 elderly persons units on Courtney Drive, Kaiapoi.
- Donated many trees and attended the first planting day at a new food forest in Amberley.
- Attended rating review meeting – the group would go to the Council with recommendations.
- Attended Property Assets working group meeting. Providing recommendations to the Council.
- Seven Sharp featured the Sparks family, their museum and the work being done to preserve historic buildings – with the idea of having an art and craft centre.
- Attended PAR's project steering group, one of the outcomes of which would be presenting the spaces and places plan. The district had ageing sports facilities, which would need to be addressed over time.
- Attended Arohatia te Awa working group meeting – ensuring the health of the various rivers/wetlands is well maintained.
- Peg and Pint were hosting a craft Market on the 26th July 2026.

S Powell

- Ravenswood Community Cuppa – Concerns around the Head Start process and the possibility of amalgamation with other Councils.
- Pegasus Community Cuppa – presentation on Ravenswood Central – afterwards, a number of residents spoke about their concerns around amalgamation with other Councils.

- Waimakariri Access Group Meeting.
 - Boccia balls and kits were now available at Mainpower Stadium for use on the marked courts. These were donated by Boccia New Zealand.
 - Two coreboards had been ordered for playgrounds in Kaiapoi and Rangiora as a communication aid. One was planned for the new Woodend Beach playground.
 - Libraries were in the final stages of becoming Hapai accredited, with staff undergoing training to assist cardholders with their specific needs.
 - Deputy Chair spoke at draft Annual Plan Hearings.
- Woodend Pegasus Area Review Strategy – attended the second workshop held with stakeholders. Next steps: staff would reflect on feedback from the community survey and the two stakeholder workshops, and then hold workshops with the Council and Community Board. A draft plan would be prepared for public consultation.
- Annual Plan 2026/27 – After deliberations, an average increase of 4.99% was approved by Councillors. This included 3 waters, which some other Councils did not.
- Community Development and Wellbeing update – There would be a ceremony to celebrate Waimakariri becoming an accredited Welcoming Community in New Zealand. Waimakariri's Stronger Communities Conference would be held on 18 and 19 June at John Knox Church in Rangiora for anyone working or volunteering in the community service sector. Register through Humanitix.
- Community Wellbeing North Canterbury Trust – Secured funding from the Mental Health Foundation to support a North Canterbury Rural Suicide Prevention Project. There were 455 applications nationwide, and only 18 organisations were funded as part of a \$1.5 million national investment in community-led suicide prevention and postvention. Winter care drive. People could donate food or essential items, or provide financial support. There were drop in centres across North Canterbury. Check out their social media for details.
- Northern Pegasus Bay Advisory Group.
 - New member invited to represent recreational horse riding.
 - Results from the Beach User Survey held over our inclement summer were still being analysed.
 - Sand trap fencing would be extended at Waikuku and Pegasus Beaches.
 - Sign identifying birdlife would be put on or near the accessible viewing platform at Ashely Rakahuri Estuary.
 - Issue with motorbikes, including electric ones, accessing Tūhaitara Coastal Park trails.
- Suggestion from the Woodend Community Association that they would like to plant daffodils at either end of Woodend, which would flower to coincide with the Spring Flower Show. This has been raised as part of the Woodend-Pegasus Area Strategy Review.
- Head Start Pathway – Concerns raised by locals around what amalgamation could mean for local representation and rates, and the timeframe set in place by the Government. The feedback she has received so far is that they value knowing their local elected members. Attended All Boards Briefing to hear questions and feedback from Community Board members.
- Pegasus Golf Course purchase by property developer Wolfbrook – Every that had approached her to discuss this and emails she had received had all been against the golf course being turned into housing for many reasons. Attended the public meeting on 2nd June.

11. **CONSULTATION PROJECTS**

11.1 **Stock Movement Bylaw 2026**

<https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026>

Consultation closed on Friday, 12 June 2026.

11.2 **Head Start Pathway/Amalgamation**

<https://letstalk.waimakariri.govt.nz/head-start-pathway>

Consultation closed on Sunday, 5 July 2026.

The Board noted the consultation projects.

12. **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 May 2026: \$6,856.

12.2 **General Landscaping Budget**

Balance as at 31 May 2026: \$0.

The Board noted the funding update.

13. **MEDIA ITEMS**

Nil.

14. **QUESTIONS UNDER STANDING ORDERS**

Nil.

15. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

16. **NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Monday 13 July 2026 in the Woodend Community Centre.

Workshop 6:28pm to 7:45pm

- *Speed Limits – S Binder (Senior Transportation Engineer)*
- *Woodend Pegasus Area Strategy Review – Update and Draft Directions – H Downie (Strategy and Centres Team Leader) and A Willis (Contract Planner)*
- *Discretionary Grant Fund Criteria Review – T Künkel (Governance Team Leader)*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7:45PM.

CONFIRMED

Chairperson

Date

NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD HELD IN THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 8 JUNE 2026 AT 6:28PM.

PRESENT

M Paterson (Chairperson), B Cairns, M Potter, S Powell and P Stone.

IN ATTENDANCE

T Bartle and P Redmond (Kaiapoi-Woodend Ward Councillors).

K LaValley (General Manager Planning, Regulation and Environment), K Straw (Civil Projects Team Leader), H Downie (Strategy and Centres Team Leader), S Binder (Senior Engineering Advisor), A Willis (Contract Planner), T Künkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There were two members of the public present.

1. Speed Limits – S Binder (Senior Transportation Engineer)

Presentation: Trim: 260526124683.

Key Points:

- **Pegasus Boulevard**
 - Current Speed Limit: 70 km/h
 - Mean Speed: 61 - 64 km/h
 - Proposal Speed Limit: 60 km/h
 - Reason for considering a change in speed limit: Community requests.
- **Tiritiri Moana Drive**
 - Current Speed Limit: 20 km/h
 - Proposal Speed Limit: 30 km/h
 - Reason for considering a change in speed limit: Elected member request
- **Pembertons Road**
 - Current Speed Limit: 100 km/h
 - Mean Speed: 81 km/h
 - Proposal Speed Limit: 80 km/h
 - Reason for considering a change in speed limit: Concerns of higher speeds downhill to High St, supported by Police
- **Stokes development**
 - Current Speed Limit: 100 km/h
 - Proposal Speed Limit: 50 km/h (when built)
 - Reason for considering a change in speed limit: New development (per PODP)
- **Kings Avenue subdivision**
 - Current Speed Limit: 50 km/h
 - Mean Speed: 40 - 47 km/h
 - Proposal Speed Limit: 40 km/h
 - Reason for considering a change in speed limit: Community requests
- **Boundary Road**
 - Current Speed Limit: 100 km/h
 - Mean Speed: 71 km/h
 - Proposal Speed Limit: 80 km/h (30 km/h VSL)
 - Reason for considering a change in speed limit: Aligns with school speed limit

- **Marshmans Road**
 - Current Speed Limit: 100 km/h
 - Mean Speed: 94 km/h
 - Proposal Speed Limit: 80 km/h (30 km/h VSL)
 - Reason for considering a change in speed limit: Aligns with the school speed limit.

Issues/questions raised:

- Residents requested a reduction in the speed limit, which was largely attributed to the function and activity associated with the Pegasus Golf Course.
Staff did not recall any specific discussions indicating that the request was directly related to the golf course. Rather, residents had expressed concerns that vehicles were travelling at relatively high speeds through the residential section of Pegasus Boulevard after passing through the roundabout.
- There had been no service requests received for Pegasus Boulevard.
Under the previous speed limit setting framework introduced by the former Government, a "safe and appropriate speed" was determined for every road in New Zealand using a national assessment model. The previous consultation had considered reducing the speed limit on Pegasus Boulevard to 60 km/h based on the assessment's outcome.
- Where was the driver coming from to lower the speed limit on Pegasus Boulevard?
The impetus for reducing the speed limit on Pegasus Boulevard came from requests and feedback received from the local community. Several residents had raised concerns about the speed of vehicles travelling on Pegasus Boulevard, particularly on the section east of the Infinity Drive roundabout. These concerns were considered as part of the process for reviewing the speed limit on the road.
- Residents had identified a concern that vehicles were not adequately slowing down when entering Sefton, particularly when travelling downhill into the township. As a result, some vehicles were reportedly still travelling at speeds close to 100 km/h when they reached the residential area. This had been a significant concern for local residents, particularly because school children were required to cross the road to access the school.
- A question was raised as to why the proposed speed reduction would apply to Kings Drive, Queens Drive, and Elmwood Drive, but not to Northside Drive. The query sought to understand the rationale for excluding Northside Drive, given that the factors supporting a lower speed limit appeared similar across these roads.
Staff advised that the speed reduction could be extended to Northside Drive. To date, no requests had been received regarding speed concerns on that road. However, there was no reason that Northside Drive could not be included in the consultation if that was the Board's preferred direction. Staff noted that separate consultation arrangements could be undertaken to include the road if requested by the Board.
- How did staff balance the cost-benefit with the safety aspects?
Staff advised that they had not applied any weighting to the figures presented during the consultation process. The consultation had been limited to presenting the relevant data and proposed speed limits, with members of the public then given the opportunity to provide their feedback and responses.
- It was noted that an 80 km/h speed limit appeared appropriate for gravel roads, as lower vehicle speeds could also assist in reducing dust generation and its associated effects on nearby properties and road users.

2. Woodend Pegasus Area Strategy Review – Update and Draft Directions – Heike Downie (Strategy and Centres Team Leader) and Andrew Willis (Contract Planner)

Presentation: Trim: 260604130684.

Key points:

- Provided a project update and an overview of the Strategy Review project, including its key drivers. Over the past six months, extensive discussions were held, and feedback was gathered from the community, informing the development of several draft directions for inclusion in the draft plan for consultation.
- Provided the background and content for the review of the existing 2013 Woodend Pegasus Area strategy.
- Early engagement survey – 214 responses
 - People particularly liked the natural environment, recreation opportunities, community feel, lifestyle, and amenities.
 - Common concerns - traffic and safety issues, infrastructure lag, connectivity issues, limited amenities, environmental concerns, and the loss of rural character
- The Strategy Review focused mainly on the urban area and acknowledged a possible wider catchment part of this District.
- Vision was to create a thriving connected community with a strong sense of place and a prosperous future, enriched by its environment.
- Next Steps included:
 - Consider feedback from stakeholders and partners.
 - June 2026 - Draft the Plan, various reviews and document creation
 - August 2026 - Draft Plan presented to Council to approve to consult
 - Early August to September 2026 - Public consultation on Draft Plan
 - Feedback analysis
 - Workshops with Committees and Community Board
 - Final Plan preparation
 - Presented to Council for adoption (end 2026 / start 2027)

Issues/Questions Raised:

- A question was raised regarding how staff intended to achieve boulevard-style continuity between Gladstone Road and Woodend Beach Road, particularly given the presence of the proposed bypass. Concerns were expressed about how a boulevard environment would function and appear once the bypass was constructed.

Staff advised that the local road would pass over the bypass, with the bypass located underneath. The concept was to enhance the corridor with features such as amenity planting, cycle tracks, and other urban design elements to improve visual amenity and connectivity. Staff noted that this route was a key connection between the existing Woodend township and the coastal reserve, and that the boulevard treatment would help reinforce that connection.

- What did the Te Kohaka Trust think of extending access?

The relevant maps were currently being updated to reflect feedback received through the engagement process. Staff had held discussions with the Trust at an early stage and understood that it was significantly under-resourced and operating under considerable pressure, with very limited funding available. Staff noted that the Trust had an existing Reserve Management Plan, which outlined a range of beneficial functions and activities for the area and would help inform future considerations regarding access and management.

- It was noted that consultation would be undertaken on potential additional access points outside Pegasus. However, it had never been guaranteed that there would be two new access connections, as the route from Pegasus Main Street to Gladstone Road already existed as a gravel road. Staff advised that care would be needed during the consultation process to ensure that the options, constraints, and level of certainty associated with any additional access arrangements were clearly communicated to the public.

It was acknowledged that the reliance on a single entry and exit point for Pegasus had been an ongoing issue and challenge for the community. As part of this work, and particularly through previous discussions with Whitiora, staff had reinstated consideration of alternative access connections. Staff advised that consultation material would need to clearly communicate what implementation might involve, including that any additional connections would be subject to further investigation, assessment, and planning before decisions on their delivery could be made.

- A question was raised regarding the proposal to enhance the amenity of Bob Robertson Drive so that it more closely reflected the character of Pegasus Boulevard, noting that there did not appear to be a significant difference between the two roads at present.

Staff advised that the focus was not solely on additional tree planting. As the town centre zone developed, staff were keen to explore a broader range of streetscape enhancements, including whether traffic-calming or speed reduction measures would be appropriate. The intention was to improve the overall streetscape, amenity, and function of the corridor over time.

3. Discretionary Grant Fund Criteria Review – T Künkel (Governance Team Leader)

Nil.

WORKSHOP FINISHED 7:45PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-09-06 / 260420099427


REPORT TO: Woodend Sefton Community Board

DATE OF MEETING: 13 July 2026

AUTHOR(S): Ken Howat, Parks and Facilities Team Leader

SUBJECT: Brook Wilson Memorial Seat Proposal Gladstone Park

ENDORSED 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 from the Woodend Sefton Community Board to install a memorial seat at Gladstone Park in memory of Brook Wilson.
- 1.2. Brook Wilson was an 18-year-old young man who tragically passed away following a medical event while playing touch rugby at Gladstone Park in November 2024. Brook's parents have formally requested the installation of a memorial seat at the park.
- 1.3. The proposed memorial seat would provide a respectful and meaningful place for Brook's family and friends to reflect and remember him while fitting appropriately within the recreational setting of Gladstone Park. The memorial seat would honour both the significance of the location and Brook's strong connection with the Woodend Rugby Club.
- 1.4. The proposed memorial seat would be constructed with a galvanised steel frame for corrosion resistance and long term durability and fixed to a concrete pad. Seating and back rest surfaces would be made of timber slats fixed to the frame that allows for future maintenance or replacement. These seats are standard within our existing parks network and a product specification that greenspace would normally source for such an installation.
- 1.5. The overall design is simple, robust, and low-maintenance, ensuring the seat integrates appropriately within the Gladstone Park setting without adversely affecting existing park use or maintenance operations.
- 1.6. Brook's parents have confirmed they will meet all associated costs, including manufacture, installation, and any associated plaques.
- 1.7. This request is supported by the Woodend Rugby Club.



Proposed seat design



Proposed seat location overlooking rugby field

2. **RECOMMENDATION**

THAT the Woodend Sefton Board:

- (a) **Receives** Report No. 260420099427.
- (b) **Approves** the installation of a memorial seat at Gladstone Park (and plaque) in memory of Brook Wilson with installation and purchase costs met by the Wilson family.
- (c) **Notes** the ongoing operational cost of the seat and the plaque would be the responsibility of Council, although this specific asset would not require additional operational cost and would be covered under existing budgets.

3. **BACKGROUND**

- 3.1. Brook passed away November 2024 at Gladstone Park after suffering a medical event while participating in a touch rugby game. His family has approached Council requesting permission to install a memorial seat at the park to commemorate Brook's life and connection to the community.
- 3.2. Memorial seats are an established and appropriate means of remembrance within Council parks, where they align with Council policies and do not detract from the primary recreational use of the reserve. In this instance, the proposal is considered appropriate and sensitively aligned with the park setting.

4. **KEY ISSUES**

- 4.1. The proposed memorial seat aligns with Council's parks, reserves, and street furniture design standards and is considered appropriate for installation within a public open space. Design, construction materials and finish ensure visual integration with the surrounding park environment and does not create precedent concerns associated with nonstandard assets.
- 4.2. The proposed location of the memorial seat has been assessed as appropriate for respectful placement without disrupting existing park operations or the primary recreational use of the space. The location provides adequate clearances from playing fields, pathways, car parks, maintenance access routes, and services, and has been considered in terms of visibility, safety, public accessibility and current and anticipated future park use.

- 4.3. Following installation, ongoing maintenance of the memorial seat would be managed through Council's routine parks maintenance programme which would include inspection, cleaning, repair, and eventual replacement. The use of durable, low maintenance materials would minimise long term operational impacts and costs to Council.

5. **OPTIONS**

5.1. **Option 1: Approve the installation of the memorial seat at Gladstone Park.**

This option provides a meaningful and lasting place of remembrance for Brook Wilson's family, friends, teammates, and the wider community. The proposal responds sensitively to the significance of Gladstone Park and supports community wellbeing by acknowledging a place of reflection within an appropriate public setting. All capital costs associated with the design, manufacture, and installation of the memorial seat would be met by the family, resulting in no upfront financial impact to Council.

Upon installation, the memorial seat and associated plaque will become Council assets. Both the seat and plaque will be recorded and captured as *as-built assets* by the Asset Information Team and incorporated into Council's asset management systems. Ongoing operational and maintenance costs, including those associated with the plaque, will be managed within existing parks operational budgets.

Staff recommend this option.

5.2. **Option 2: Do not approve the installation of the memorial seat at Gladstone Park.**

This option would result in no physical place of remembrance being established with Gladstone Park as requested by the Wilson family which would be a disappointing outcome for the family and those connected to Brook.

Staff do not recommend this option.

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

6. **STRATEGIC ALIGNMENT AND COMMUNITY VIEWS**

Mana Whenua Engagement

- 6.1. The subject matter and/or recommendations contained within this report are not likely to be of interest to mana whenua as the proposal relates to the installation of a small-scale memorial seat within an existing local park and does not involve whenua disturbance, cultural heritage values, or changes to land use or ownership. However, upon installation, the family will be offered the option to hold small blessing, ie karakia whakawatatea or karakia whakanoa to acknowledge the placement of the memorial seat, should they wish to do so.

Groups, Organisations and the Wider Community

- 6.2. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report. Brook Wilson's family will be directly affected by the subject matter of this report, given the personal nature of the proposed memorial seat and its significance as a place to honour and to remember their son. The proposal is also likely to resonate with the wider community, including the Woodend Rugby Club and users of Gladstone Park, who were impacted by Brook's sudden passing. In this context, the memorial seat represents not only a place of remembrance for the family, but also an opportunity for the community to acknowledge their shared loss and reflect within a meaningful and respectful public space.

Implications for Community Wellbeing

- 6.3. There are implications on community wellbeing by the issues and options that are the subject matter of this report in relation to the recognition of a significant event within the local community and the provision of an appropriate response within a public open space.

Social Wellbeing – A place where everyone can have a sense of belonging

The proposed memorial seat supports social wellbeing by providing a respectful and inclusive space within Gladstone Park where family, friends, teammates, and members of the wider community can reflect and remember. The proposal supports a sense of belonging and demonstrates the community's willingness to acknowledge and support those affected by loss within a shared public environment.

Community Outcomes and Strategic Priorities

- 6.4. The Council's community outcomes are relevant to the actions arising from recommendations in this report. The recognition of a significant local event within Gladstone Park supports a sense of belonging and shared community identity, consistent with outcomes that promote welcoming public spaces that supports community wellbeing.

Social: A place where everyone can have a sense of belonging...

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Our community groups are sustainable and able to get the support they need to succeed.
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

- 6.5. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

Enhance community wellbeing, safety, inclusivity and connectedness

- Waimakariri District is a high growth area with an increasingly diverse population. We want to build a wellbeing centred community where all feel safe and welcome; are accepted and connected.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

- 7.1. There are financial implications for the decisions sought by this report. There are no upfront capital costs to Council, as all costs relating to the design, manufacture, and installation of the memorial seat will be met by Brook Wilson's family. Following installation, the memorial seat would become a Council owned asset, and Council will assume responsibility for ongoing inspection, maintenance, and eventual end-of-life replacement. These future costs are expected to be accommodated within existing parks and reserves maintenance and asset renewal budgets.

- 7.2. Funding is currently provided within the Annual / Long Term Plan.

- 7.2.1. Whole of life costs for this work, including relevant ongoing operational expenditure, have been estimated at \$50 - \$100 annually with maintenance limited to routine inspections, maintenance and cleaning with an expected service life of 25 - 30 years. Including eventual end of life replacement, the total whole of life cost to council is estimated to be up to \$3,500.

Community Resilience and Sustainability

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

Risk Management

7.4. There are risks arising from the adoption/implementation of the recommendations in this report.

7.4.1. Once installed, the memorial seat will become a Council owned asset requiring routine inspection and maintenance, with this risk mitigated through the use of durable, low-maintenance materials and integration into existing parks asset management programmes.

7.4.2. Approval of a memorial seat in a public reserve may lead to future requests for similar memorials. This risk is mitigated by assessing the proposal on its individual merits, including the significance of the circumstances, the suitability of the location, and compliance with Council policies and design standards.

Health and Safety

7.5. There are health and safety risks arising from the adoption/ implementation of the recommendations in this report. These relate to the installation of the memorial seat and will be mitigated through the engagement of a suitably qualified contractor who will be required to provide a site-specific safety plan (SSSP) and installation methodology. Council staff will review these documents and monitor the installation.

8. CONTEXT

Consistency with Policy

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

Authorising Legislation

8.2. Reserves Act 1977

Authorising Delegations

8.1. The Woodend Sefton Community Board has the delegated authority to approve the recommendations in this report.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 260527125138

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 July 2026

AUTHOR(S): Thea Kunkel, Governance Team Leader

SUBJECT: Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund and 2026/27 General Landscaping Budget

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


General Manager


Chief Executive

1. SUMMARY

- 1.1 This report provides information regarding the Woodend-Sefton Community Board's (the Board) 2026/27 General Landscaping Budget and the 2026/27 Discretionary Grant Fund.
- 1.2 This report also requests the Board to consider the approval of the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2026/27 financial year.

Attachments:

- i. Draft Woodend-Sefton Community Board's 2026/27 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089821).
- ii. Draft Woodend-Sefton Community Board's 2026/27 Discretionary Grant Accountability Form (Trim No. 210603089895).

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 260527125138.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2026/27 is \$15,120, with a carry forward from the previous financial year to be reported back in September 2026.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2026/27 financial year is \$7,200.
- (d) **Approves** the Board's Draft Discretionary Grant Fund Application Criteria and Application Form (Trim: 210603089821).
- (e) **Approves** the Board's Draft Discretionary Grant Accountability Form (Trim: 210603089895).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2026/27 financial year (July 2026 to June 2027).

3. **BACKGROUND**

- 3.1 Each financial year, the Community Boards are allocated a discretionary sum that the Board may allocate towards landscape projects that enhance and beautify the community. This fund is not contestable.
- 3.2 The Discretionary Grant Fund is a contestable fund available to the Board for allocation to community groups and organisations that meet the fund's criteria and seek funding for various events, initiatives, and projects.

4 **ISSUES AND OPTIONS**

4.1 **2026/27 General Landscaping Budget**

- 4.1.1 The General Landscaping Fund's 2026/27 financial year allocation approved by the Council for the Woodend-Sefton Community Board is \$15,120. However, the amount to be carried forward from the 2025/26 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's September 2026 meeting.
- 4.1.2 The Board and the Council's Greenspace Team will hold a workshop before December 2026 to identify potential projects of interest and priority for the Woodend-Sefton area for this financial year. Staff will then refine the details and costings before providing a report to the Board for funding allocation. This timing will enable planting projects to take place in autumn, prior to the end of the financial year.
- 4.1.3 Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members often suggest minor landscaping improvements, such as additional seating, paving or signage.

4.2 **2026/27 Discretionary Grant Fund**

- 4.2.1 The Council's 2026/27 Annual Plan included a budget provision of \$7,200 for the Board to allocate as grants to community groups during the 2026/27 financial year (July 2026 to June 2027).
- 4.2.2 The Board allocated \$3,859 of the \$9,855 Discretionary Grant funding available in the 2025/26 financial year. Due to the challenging economic climate, and in an effort to suppress rates increases, the Council resolved not to carry forward the Board's \$5,996 unspent Discretionary Grant funding from the 2025/26 financial year.
- 4.2.3 At the end of each financial year, the Community Boards evaluate their Discretionary Grant Criteria, Application Form, and Accountability Form. The Community Boards agreed that the allocation of Discretionary Grant Funding should be at each Board's discretion, as they are familiar with the needs of community groups/organisations in their area. In May 2026, Board members were invited to submit any suggested amendments for the Board's consideration. The following suggested amendments were received:
- Grant funding would primarily be limited to projects located within the Board's geographical area or providing a clear benefit to residents of the ward. In exceptional circumstances, *the Board may consider applications for projects outside its geographical area and, in such cases, would provide detailed reasons for doing so.*
 - Grants are generally limited to \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided the applications are for different projects. The Board will only consider granting more than \$1,000 in *exceptional circumstances and will provide detailed reasons* for exceeding
 - The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include *a project budget, an organisational balance sheet/profit and loss, and a bank statement* to enable the Board to make an informed decision.

4.2.4 The Boards are acknowledged as being well-placed to understand the needs of community groups and organisations within their respective areas. Any funds distributed would be at the discretion of each Board, particularly when considering requests from school committees/ funding organisations, or groups applying to more than one Community Board for the same project or event.

4.2.5 The Board will consider applications from non-profit, community-based organisations, registered charities, or incorporated societies. However, not all eligible groups may be aware of the fund. Board members are therefore encouraged to remain proactive in promoting the availability of funding through their ongoing engagement and networking with community groups.

4.2.6 Staff will periodically advertise the Discretionary Grant on the Community Notice Board page in the North Canterbury News and The Chatter. Application Forms are also available on the Council website or by contacting the Council.

4.3 **Implications for Community Wellbeing**

The issues and options outlined in this report may have social, cultural, economic, and environmental implications for community wellbeing. Supporting recreational and community initiatives through the Discretionary Grant Fund helped to reduce social isolation and increase participation in physical activity, thereby contributing positively to both mental and physical wellbeing. Additionally, funding for landscaping projects is expected to enhance the overall aesthetic quality of the Board's area and further support community wellbeing.

4.4 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. However, they may wish to apply for funding for events and projects.

5.2 **Groups and Organisations**

Community groups and organisations are likely to be affected by, or interested in, the subject matter of this report, as the Board's Discretionary Grant fund could assist them in delivering community-based programmes during the current financial year.

5.3 **Wider Community**

The wider community is unlikely to be affected by or interested in the subject matter of this report. However, it should be noted that the funding allocated to community groups and landscaping projects will increase the overall sense of wellbeing within the Board's community.

4. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The decisions sought by this report have financial implications. The Council has approved an allocation of \$15,120 to the Board's General Landscaping Budget for the 2026/27 financial year. However, the amount to be carried forward, if any, from the 2025/26 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's September 2026 meeting.

6.1.2 The Council's 2026/27 Annual Plan included a budget provision of \$7,200 for the Board's 2026/27 Discretionary Grant funding.

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

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

5. 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

The Community Boards have delegated authority for dispersal of both funds.

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

The purpose of the Board discretionary grant 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. 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.

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 a project summary that includes costs, and shows the areas where funds will be spent, fund raising the group has undertaken towards the project, and other sources of funding that have been accessed. Please note that your application will not be processed if the required financial information is not provided. The Board reserve the right to request additional information.

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

- The Board supports a wide range of community activities. However, an 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).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. 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 to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that the board will not fund ongoing or annual operating expenditure associated with the administration or running of the applicant's club organisation or club.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form 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, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new applications will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

33

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. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2026/2027

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

What is the timeframe of the project/event date? _____

Overall cost of project/event: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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 Adults Whole community/ward

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

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

Other (please specify): _____

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

34

What is the benefit(s) to your organisation?

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

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

If yes, name of parent group: _____

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

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

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e. other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

Have you applied to the Woodend-Sefton Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? Yes No

If yes, please supply details:

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

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

- Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)
- Bank Statement (*Bank Statements will remain confidential*)
- Supporting costs, quotes or event budgets
- 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 an 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: _____

DRAFT

Woodend-Sefton Community Board

Accountability Form for 2026/2027

Discretionary Grant Recipients

For funding provided during the period July 2026 – June 2027

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

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

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

_____	\$ _____
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below³⁷

I am authorised to act on behalf of our group/organisation. The information provided is true and correct and I confirm that the funds received from the Community Board Grant have been spent as detailed in this accountability report.

Date: _____

Date: _____

First contact name: _____

Second contact: _____

Signature: _____

Signature: _____

Position: _____

Position: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Address: _____

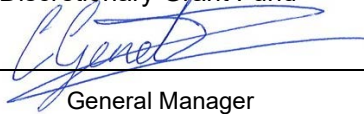
Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

DRAFT

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 260525122846**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 13 July 2026**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Application to the Woodend-Sefton Community Board's 2026/27 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 two applications for funding received from:

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
The Hope Community Trust	Towards the cost of shelving	\$472	This application partially complies with the Criteria: <ul style="list-style-type: none"> Only 30% of the beneficiaries will be from the Woodend-Sefton area.
Woodend Garden Club	Towards the cost of venue hiring for meetings	\$750	This application partially complies with the Criteria: <ul style="list-style-type: none"> Only 35% of the beneficiaries will be from the Woodend-Sefton area.
Total:		\$1,222	

- 1.2 The current balance of the Woodend-Sefton Community Board's 2026/27 Discretionary Grant fund is \$7,200.

Attachments:

- i. Application from the Hope Community Trust (Trim Ref: 260518118331).
- ii. Application from the Woodend Garden Club (Trim Ref: 260630153059).
- iii. Spreadsheet showing the previous two years' grants.
- iv. Board Discretionary Grant Funding Criteria for the 2026/27 financial year (Trim: 210603089821).

2 RECOMMENDATION**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260525122846.

- (b) **Approves** a grant of \$..... to the Hope Community Trust towards heavy-duty shelves to store donated food for food parcels.

OR

- (c) **Declines** a grant to the Hope Community Trust.

- (d) **Approves** a grant of \$..... to the Woodend Garden Club towards the cost of venue hiring for meetings.

OR

- (e) **Declines** a grant to the Woodend Garden Club.

3 **BACKGROUND**

- 3.1 The **Hope Community Trust** seeks funding towards the cost of heavy-duty shelving to store donated food for food parcels. This application does not meet the following Board Discretionary Grant Funding Criteria:

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

- 3.2 The **Woodend Garden Club** seeks funding towards the cost of venue hiring for meetings. This application does not meet the following Board Discretionary Grant Funding Criteria:

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

- 3.3 The current balance of the Woodend-Sefton Community Board's 2026/27 Discretionary Grant Fund is \$ \$7,200.

4 **ISSUES AND OPTIONS**

The Hope Community Trust (the Trust)

- 4.1 Information provided by the Trust:

4.1.1 The Trust was founded in 2010 on the belief that every person should be valued, treated with dignity, respected, and accepted regardless of background, religion, culture, or life circumstances. Its work centres on providing wraparound support and fostering a place of connection and community where all people can contribute and belong.

4.1.2 The Trust provides food support to vulnerable members of its community through food parcels, community meals, and food drop-offs to residents with ongoing needs. The Trust has recently benefited from support provided by Rangiora New World through its Family2Family promotion, receiving funding to purchase non-perishable food items.

4.1.3 To access this contribution, the Trust must collect the food, a process that requires safe and secure storage. Recently, several thefts of on-site food occurred, prompting the Trust to relocate supplies to a secure, lockable space. As a result, the Trust is seeking assistance with purchasing and installing shelving in a secure container to safely store its food stocks.

4.1.4 This project is expected to benefit thousands of people across all social sectors, with approximately 60% of beneficiaries residing in the Rangiora–Ashley Ward, 30% in the Woodend–Sefton area, and the remaining 10% in the Oxford–Ohoka Ward. While the shelving initiative will not alter the nature of service delivery for those receiving food support, it will ensure that adequate supplies are available through a more organised and efficient operation.

4.1.5 The shelving required for the secure storage container is estimated to cost \$944, and the Trust is requesting \$472 towards the project. No fundraising has been undertaken to support this initiative. If the application is unsuccessful, the additional shelving will not be purchased, reducing both the efficiency and the storage capacity of the Trust's lockable facility.

4.2 Council Evaluation:

4.2.1 The application meets the Board's Discretionary Grant Criteria, as a community-based group submitted it, and the requested funding of \$472 is in line with the specified \$750 limit per application.

4.2.2 However, the Board's Discretionary Grant Application Criteria require that grant funding be limited to projects primarily within the Board area or benefiting the residents of the area. It should be taken into consideration that approximately 30% of participants will be from the Woodend-Sefton area.

4.2.3 The Trust has received the following funding from the Community Boards in the last five years, and all Accountability Forms were received:

Date	Project	Board	Funding
March 2021	To purchase a replacement lawn mower	RACB	\$500
August 2023	To host two cooking classes	RACB	\$234
March 2024	To purchase two-way radios	RACB	\$183
July 2024	To purchase a projector and a screen for the Pegasus rooms	WSCB	\$705
September 2025	Purchase heavy-duty shelving	RACB	\$912
Total			\$2,534

The Woodend Garden Club (the WGC)

4.3 Information provided by the WGC:

4.3.1 The WGC was established in 1946, in association with the Waikuku Garden Club, in the post-war period. It developed as a meeting place and a space to promote art and fellowship within the Woodend community. Since its inception, the WGC has continued its foundational work by teaching floral art and design, encouraging participation from local schools, maintaining public spaces, and organising public events and shows. The Club currently has 86 active members, with ages ranging from the mid-fifties to the mid-nineties, and an average age in the high seventies.

4.3.2 As most members are superannuants, the WGC endeavours to keep its annual subscription as low as possible and prefers to raise additional funds through raffles and plant sales. The subscription was recently increased to \$30 per year to assist in meeting the costs associated with monthly meetings, including securing a Christchurch Horticultural Society-approved speaker, providing afternoon tea, subsidising an annual lunch, contributing to outings, and covering hall hire.

4.3.3 The WGC holds 12 meetings annually, comprising seven meetings in a community hall featuring guest speakers and/or workshops, and five garden outings or community-based lunch events. For approximately 12 years, the Club has met at the Woodend Community Hall on the third Monday afternoon of each month; however, this venue will no longer be available after July 2026. The meetings require a venue with sufficient space to accommodate floral displays, competitions, afternoon tea or lunch, and seating, audio equipment, and screens for a membership of 86.

- 4.3.4 The WGC is therefore seeking financial assistance to hire the Knox Presbyterian Church in Rangiora as its meeting venue. Knox Church provides a fit-for-purpose facility, offering PowerPoint capability, screens and microphones for speakers, ample parking suitable for an older membership, kitchen facilities, reliable heating, and no requirement for members to stack chairs or undertake set-up tasks as is necessary in other halls. The venue also provides sufficient space for the Club to hold its exhibit and artistic competitions, the public Rose Show, and other events.
- 4.3.5 The venue hire for the period from August 2026 to July 2027 is estimated at \$1,640, and the WGC is requesting a contribution of \$750 towards this cost. Approximately 35% of the WGC's members reside in the Woodend–Sefton area, 35% in the Rangiora–Ashley Ward, and 20% in the Kaiapoi–Tuahiwi area. The remaining 10% are retired Woodend members now living in Christchurch who continue to participate in WGC activities.
- 4.3.6 The WGC raises funds through a raffle at each meeting and a plant sales table, which together typically generate approximately \$100 in profit per meeting. In addition, the Club operates a plant stall at the annual Spring Flower Show, which usually raises around \$500, and a Christmas auction that also generates approximately \$500. If this application is unsuccessful, the WGC will need to seek alternative funding sources.
- 4.4 Council Evaluation:
- 4.4.1 The application meets the Board's Discretionary Grant Criteria, as a community-based group submitted it, and the requested funding of \$750 is in line with the specified \$750 limit per application.
- 4.4.2 However, the Board's Discretionary Grant Application Criteria require that grant funding be limited to projects primarily within the Board area or benefiting the residents of the area. It should be noted that only approximately 35% of WGC members currently reside in the Woodend-Sefton area.
- 4.4.3 This is the first time the WGC has applied for Discretionary Grant funding.
- 4.5 The Board may approve or decline grants in accordance with the grant guidelines.
- 4.6 **Implications for Community Wellbeing**
The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. Supporting community initiatives encourages social interaction and reduces isolation, which in turn enhances mental and physical wellbeing.
- 4.7 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 or 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 community supports and events provide opportunities for social interaction, improve mental wellbeing, and boost people's self-confidence.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

6.1.1 The Council's 2026-27 Annual Plan includes a budget provision of \$7,200 for the Woodend-Sefton Board to approve grants to community groups for the 2026/27 financial year (July 2026 to June 2027).

6.1.2 Currently, the Board's 2026/27 Discretionary Grant Fund total is \$7,200. If all the applications are approved, the Board's Discretionary Grant Fund will have \$5,978 for allocation for the balance of the 2026/27 financial year.

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

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 associated with adopting and implementing the recommendations in this report.

6.4 Health and Safety

All health and safety-related issues will be the responsibility of the groups or organisations that have applied 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.

What happens now?

43

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. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2025/2026

Name of group: The Hope Community Trust

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Marketing and Fundraising

Contact phone number: [REDACTED] Email: marketing@hopecommunity.co.nz

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

We are applying for 8 heavy duty 4 shelf units from Mire 10 Rangiora to efficiently store the food we get donated in, before it gets donated out in food parcels to those that need them or to community kai events.

What is the timeframe of the project/event date? Ongoing

Overall cost of project/event: \$944 Amount requested: \$944

How many people will directly benefit from this project? 12000 mth

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 Adults Whole community/ward

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

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

Other (please specify): A few from Hurunui

What are the direct benefit(s) to the participants? 44

Better inclusion of products in food parcels as our stocks will be easier to see
Quicker pick up time of food parcels - important in winter as we have no shelter
Same meals across the community kai events as we can see what we have enough of to feed 100, 30 or 10 people

What is the benefit(s) to your organisation?

Less wastage
Potentially more food parcels being able to be made up in the same amount of time
Less confusion for our volunteers

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

More help being able to be given in the same amount of time
Potentially more "top up" events held where we give away surplus food to anyone in need because we will better know what we have available.

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.

None

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

None for these shelves.
Did receive funding from the Rangiora-Ashley Community Board for same shelves early this year. They are great and full, hence our application for more of the same

Have you applied to the Woodend-Sefton Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? Yes No

If yes, please supply details:

Application granted July 2024

If this application is declined, will this event/project still occur? ⁴⁵ Yes No

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

We box on as we are without the added efficiency these shelves will give us.

We are seeing the need for our services grow as power, grocery and petrol costs increase, so believe having our service as efficient as possible is important. We do however totally understand you will receive a number of funding requests.

Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)

Bank Statement (*Bank Statements will remain confidential*)

Supporting costs, quotes or event budgets

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 an 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: 18.05.26

Page 2

We are lucky enough to be donated food from Satisfy Food Rescue, Hunters4Hope and members of the public. This food is stored and used in date order as best we can.

Those in need of food parcels come from much of the Waimak area, including Woodend and Sefton but excluding Kaiapoi. Community kai events are held in Woodend and Rangiora.

The shelves are needed to organise the food in an orderly way with similar products together and a best before date orderly system to be used.

At the moment things are poorly organised and product is not distributed in a very efficient manner. Sometimes it means product is destroyed because it hasn't been distributed when it should have been. This is an ongoing issue with Satisfy Food Rescue delivering to us three times a week and public donations occurring on a random basis.

We never want to say no to donations but we do need to improve our storage systems to improve our distribution and extra shelving will allow this.

HCT Finance Report – April 2025

Profit and Loss

The Hope Community Trust

For the month ended 30 April 2025

Account	Apr 2025	Mth Budget	Year to date	YTD Budget
Trading Income				
Funding Income	2,072.53	5,310.00	127,938.83	160,995.00
Operations Income	15,708.46	14,914.00	149,700.05	144,550.00
Interest Income	13.69	86.00	483.43	849.00
Rental Income	347.83	333.00	3,217.41	2,849.00
Total Trading Income	18,142.51	20,643.00	281,339.72	309,243.00
Gross Profit	18,142.51	20,643.00	281,339.72	309,243.00
Operating Expenses				
Administrative Expenses	579.99	708.00	13,017.44	9,492.00
Building Costs	2,694.95	3,776.00	42,352.54	38,304.00
Staff Expenses	25,358.11	27,904.00	209,788.42	196,276.00
Beverage Purchases	0.00	0.00	46.64	100.00
Consultancy Fees	0.00	0.00	1,256.65	0.00
Food Purchases	531.70	417.00	4,943.53	4,170.00
Fruit and Vegetables	782.95	1,384.00	8,115.28	13,840.00
Fundraising Expenses	0.00	0.00	0.00	400.00
General Expenses	106.17	125.00	1,839.72	1,250.00
Op Shop Expenses	158.81	25.00	674.77	250.00
Transport	457.19	333.00	2,205.30	3,330.00
Volunteer Expenses	(357.00)	0.00	26.09	0.00
Total Operating Expenses	30,312.87	34,672.00	284,266.38	267,412.00
Net Profit	(12,170.36)	(14,029.00)	(2,926.66)	41,831.00

Notes/Comments:

1. We have made a loss for the month and are now in a year-to-date loss position as well. This is primarily a shortfall of funding grants.
2. In April, we managed to keep expenses below budget, and so the loss incurred is below the budgeted loss.
3. Year to date, though funding is down \$23,000 on budget. Expenses are also up by nearly \$17,000, which is adding to the problem. As a result, we are \$44,757 below where we expected to be.
4. We need to get some substantial funding applications underway and see some revenue come in to cover the falling cash supply.

Balance Sheet

The Hope Community Trust

As at 30 April 2025

Account	30 Apr 2025	30 Mar 2025	28 Feb 2025
Assets			
Bank			
Westpac Cheque Account	40,757.48	51,228.52	53,578.76
Westpac Savings Account	26,011.09	25,987.66	25,987.66
Hunters4Hope	13,492.23	18,922.63	20,488.83
Prepaid Card	629.38	200.06	49.24
Total Bank	80,890.18	96,338.87	100,104.49
Current Assets	1,770.75	1,770.75	1,770.75
Fixed Assets	72,215.11	73,325.52	73,325.52
Total Assets	154,876.04	171,435.14	175,200.76
Liabilities			
Current Liabilities	73,252.82	62,549.15	63,989.17
Total Liabilities	73,252.82	62,549.15	63,989.17
Net Assets	81,623.22	108,885.99	111,211.59
Equity			
Reserves	82,868.47	82,868.47	82,868.47
Current Year Earnings	11,730.73	38,993.50	41,319.10
Retained Earnings	(12,975.98)	(12,975.98)	(12,975.98)
Total Equity	81,623.22	108,885.99	111,211.59

Notes/Comments

1. This balance sheet includes the bank balance for Hunters for Hope.
2. Our bank balance has decreased by \$10,471 during April. Our bills to pay have increased by \$10,703. This represents a reduction in our working capital of approximately \$20,000.
3. The current liabilities of \$73,252 are more than the cash we have on hand. Normally, this would mean that we are technically insolvent. However, nearly \$40,000 of this is unspent grant money. Hopefully, we will be using those funds as allocated and will not be required to repay them.

Balance Sheet

The Hope Community Trust As at 30 June 2025

30 JUN 2025

Assets

Bank

Westpac Cheque Account	34,203.54
Westpac Savings Account	26,027.48
Hunters4Hope	1,576.87
Prepaid Card	258.09
Total Bank	62,065.98

Current Assets	270.00
Fixed Assets	68,883.91
Total Assets	131,219.89

Liabilities

Current Liabilities	67,157.89
Total Liabilities	67,157.89

Net Assets

64,062.00

Equity

Reserves	82,868.47
Current Year Earnings	(5,830.49)
Retained Earnings	(12,975.98)
Total Equity	64,062.00

What happens now?

51

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. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2025/2026

Name of group: Woodend Garden Club

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: President and Life Member

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

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

The Woodend Garden Club is requesting financial assistance to hire the Knox Presbyterian Church, Rangiora as a venue for meetings.
The Club has used the Woodend Community Hall every 3rd Monday afternoon in the month for approximately 12 years, but this is no longer available after July 2026.
The Club meet 12 times yearly. Seven are meetings held in a community hall featuring speakers and/or workshops and five involve garden outings or lunches in the community. Meetings require a reasonable amount of space to hold floral displays, competitions, host afternoon tea/lunch and provide seating/audio/screens etc for a membership of 86 plus visitors. Most meetings require a hall for between three and four hours.

What is the timeframe of the project/event date? August 2026-July 2027

Overall cost of project/event: \$1640.00 Amount requested: \$750.00

How many people will directly benefit from this project? 86 +

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 Adults Whole community/ward

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

Oxford-Ohoka _____% Rangiora-Ashley 35% Woodend-Sefton 35% Kaiapoi-Tuahwi 20%

Other (please specify): 10% of our Members have retired from Woodend to Christchurch but still attend the WGC.

What are the direct benefit(s) to the participants? 52

Knox provides a fit for purpose facility. Power Point/screens & microphones for speakers, easy parking for a mainly elderly membership, kitchen facilities, no requirement for older members to stack chairs and set up as in other halls. It is well heated.

What is the benefit(s) to your organisation?

As above.
Plus, it has the space for the Club to conduct the exhibit and artistic competitions, the public Rose Show and other events.
Other halls in Woodend are not large enough, so being in Rangiora keeps it close to Woodend.

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

It enables an 80-year-old club to continue to provide fellowship, artistic education and horticultural advice to all who attend. The provision of the Rose and Table Show in November, affiliation with the Woodend Spring Flower Show and the association with the greater Christchurch Horticultural Society is of significant cultural benefit to the area.

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.

*The club run a raffle each meeting and a plant sales table. These usually generate approximately \$100 profit each per meeting.
*A plant stall is booked at the Spring Flower Show each year which generates approximately \$500.
*A Christmas auction generates approximately \$500.

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

Nil

Have you applied to the Woodend-Sefton Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? Yes No

If yes, please supply details:

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

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

- Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)
- Bank Statement (*Bank Statements will remain confidential*)
- Supporting costs, quotes or event budgets
- 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 an 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: [REDACTED] _____

Date: 25 June 2026 _____

Woodend Garden Club – Est 1946

Background

The Woodend Garden Club (WGC) was established in association with the Waikuku Garden Club post war in 1946. It became a meeting place and space to encourage art and fellowship in Woodend. The WGC has continued its initial work teaching floral art and design, encouraging school participation, maintaining public spaces and creating public events/shows.

The WGC is also an affiliated member of the Christchurch Horticultural Society (CHS). A representative from the WGC attends the CHS meetings monthly. The Club also participates in wider Christchurch and North Canterbury events under the CHS umbrella.

Currently the WGC has 86 active members of which 16 are Life Members (25+ years' service). The longest serving member has given 50 years' service and many of the Life Members have been attending for 35+ years.

The Clubs membership has an age range from mid-fifties to mid-nineties with an average in the high seventies. Most members are Superannuants. Because of this, the Club tries to keep its subscription low and prefers to try and fundraise with raffles and plant sales. The subscription has recently been raised to \$30 per year to help cover the costs involved with a monthly meeting and CHS approved speaker, afternoon tea, a subsidised lunch, contributions to outings and hall hire.

A large committee meets once a month. The Club has seven monthly meetings with speakers/workshops and five outings or similar events in a year.

After more than 80 years, the WGC continues to welcome new members and be a place of artistic celebration and support within the Waimakariri community.

RANGIORA PRESBYTERIAN PARISH

JOHN KNOX RANGIORA

Minister
 Rev Jason King
 P O Box 74, 7440
 RANGIORA
 027 452 7546
 jason@johnknoxrangiora.co.nz



John Knox Presbyterian Church
 P.O. Box 74
 RANGIORA 7440

Email:
 admin@johnknoxrangiora.co.nz

25th June 2026

To Whom It May Concern,

The Woodend Garden Club have booked venue hire at our facility as per below:

Hire of Auditorium (McLauchlan Room)

17 August	12:30 – 3:30	(3hrs @ \$65ph)	\$195:00
19 October	12:45 – 3:00	(2.25hrs @ \$65ph)	\$146:25
16 November	12:30 - 3:00	(2.5hrs @ \$65ph)	\$162:50
14 December	10:30 – 2:30	(4hrs @ \$65ph)	\$260:00
15 February	12:45 – 3:00	(2.25hrs @ \$65ph)	\$146:25
19 April	12:45 – 3:00	(2.25hrs @ \$65ph)	\$146:25
21 June	12:45 – 3:00	(2.25hrs @ \$65ph)	\$146:25

Hire of Wyllie & Stewart Rooms

16 November	12:30 – 3:00	(2.5hrs @ \$50ph)	\$125:00
14 December	10:30 – 2:30	(4hrs @ \$50ph)	\$200:00
21 June	12:45 – 3:00	(2.25hrs @ \$50)	\$112:50

TOTAL

\$1,640:00 (incl GST)

Yours Faithfully
 John Knox Presbyterian Church

Tracy Mayhew
 Office Administrator
 027 325 7377



WOODEND GARDEN CLUB

0877



1001896 04598 01 07925

Today's statements

Account type	Account number	Balance
Business Premium Current Account	[REDACTED]	2,721.83

Upcoming automatic payments

Account number	Payee	Frequency	Payment date	Payment amount
[REDACTED]	Woodend Garden Club	MONTHLY	13 Jun 26	30.00

Business Premium Current Account

Account name: WOODEND GARDEN CLUB
 Account number: [REDACTED]
 Statement number: 00372
 Statement period: 01 May 2026 - 29 May 2026

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 May	Opening balance			1,831.55
07 May	[REDACTED]	215.00		1,616.55
11 May	BP [REDACTED]	25.00		1,591.55
11 May	BP [REDACTED]	699.12		892.43
11 May	BP [REDACTED]	77.80		814.63
12 May	DC [REDACTED]		25.00	839.63
13 May	DC [REDACTED]		25.00	864.63
13 May	BP [REDACTED]		55.00	919.63
13 May	AP [REDACTED]	30.00		889.63
18 May	DC [REDACTED]		25.00	914.63
18 May	BP [REDACTED]		30.00	944.63
18 May	DC [REDACTED]		30.00	974.63
18 May	BP [REDACTED]		25.00	999.63
18 May	DC [REDACTED]		25.00	1,024.63
18 May	DC [REDACTED]		25.00	1,049.63
18 May	DC [REDACTED]		30.00	1,079.63
18 May	BP [REDACTED]	92.95		986.68
Totals at end of page		\$1,139.87	\$295.00	\$986.68

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

Business Premium Current Account - continued 57

Date	Transaction type and details	Withdrawals	Deposits	Balance
Balance brought forward from previous page				986.68
19 May			1,513.00	2,499.68
19 May	DC		25.00	2,524.68
19 May	DC		25.00	2,549.68
19 May	BP		25.00	2,574.68
20 May	BP		25.00	2,599.68
20 May	DC		25.00	2,624.68
21 May	BP		25.00	2,649.68
21 May	BP		25.00	2,674.68
22 May	BP		25.00	2,699.68
25 May	DC		25.00	2,724.68
25 May	DC		25.00	2,749.68
25 May	BP	28.00		2,721.68
29 May			0.15	2,721.83
Totals at end of page		\$28.00	\$1,763.15	\$2,721.83
Totals at end of period		\$1,167.87	\$2,058.15	\$2,721.83

Your available credit is **\$2,721.83** as at the closing date of this statement.

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

Payment dates displayed on bank statements are business day dates only (even if a payment was made or received on a non-business day prior). To find out the date a payment was made or received, you can check your transaction details online, or contact us.

WOODEND GARDEN CLUB

Statement of Financial Performance for the year ended 30 April 2026

	2026	2025
INCOME	\$	\$
Fees	1937.50	1440.00
Raffle	724.30	796.20
Sales Table	1137.70	396.00
Auction	0	498.40
Members Outings	4866.00	1000.00
Plant Stall	514.70	497.00
Interest	54.44	139.83
Wreaths	0	166.00
Books	0	68.50
Donation	30.00	0
TOTAL INCOME	<u>9264.64</u>	<u>5001.93</u>
EXPENSES		
Hall Hire	629.16	636.39
Raffles	242.74	178.79
Members Outings	9019.00	1000.00
Speakers	468.90	325.00
Stationery	119.69	85.83
Engraving	0	256.70
Programmes	235.75	189.75
Gifts and Flowers	0	120.30
General Expenses	183.99	0
Microphone Speaker	0	179.00
Petty Cash	35.00	0
Catering	762.67	145.00

Travel	75.00	0
Horticultural Society Sub	60.00	60.00
Prize Money	0	539.24
TOTAL EXPENSES	<u>11831.90</u>	<u>3716.00</u>
Surplus/(Deficit) for the year	<u>(2567.26)</u>	<u>1285.93</u>

WOODEND GARDEN CLUB

Statement of Financial Position as at 30 April 2026

	2026	2025
ASSETS:	\$	\$
Bank Account	1831.55	1872.17
Serious Saver Account	869.04	3460.68
Petty Cash	100.00	35.00
TOTAL ASSETS:	<u>2800.59</u>	<u>5367.85</u>
EQUITY:		
Opening Balance	5367.85	4081.92
Plus Surplus/(less Deficit)	(2567.26)	1285.93
Closing Balance	<u>2800.59</u>	<u>5367.85</u>

WOODEND GARDEN CLUB

Notes to the Financial Statements for the year ended 30 April 2026.

Accounting Policies:

- (1) These financial statements have been prepared on a historical cost basis.
- (2) Reliance is placed on the fact that the entity is a going concern.
- (3) All transactions are reported in the financial statements on a cash basis
- (4) As the entity is not registered for GST, these statements have been prepared on a GST inclusive basis.
- (5) There have been no changes in Accounting Policies. All policies have been applied on a basis consistent with those used in previous years.

To the Readers of the Financial Report of Woodend Garden Club

I have reviewed the financial statements of Woodend Garden Club for the year ended 30 April 2026.

I have performed procedures, primarily consisting of making enquiries of entity personnel and applying analytical procedures, and evaluating the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit. Accordingly, I do not express an audit opinion on these financial statements. In common with other organisations of a similar nature, control over income prior to it being recorded is limited and there are no practical review procedures to determine the effects of this limited control.

Based on my review and subject to the possible effect of limited control over income referred to above, nothing has come to my attention that causes me to believe that these financial statements do not give a true and fair view.

Date:

12 May 2026

Signature:

Address:



Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for
the 2026/27 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			(206/27 = 7,200 \$				\$7,200
	13-Jul	the Hope Community Trust	Purchase of shelving		\$472		
	13-Jul	Woodend Garden Club	Towards the cost of venue hiring for meetings		\$750		

Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for
the 2025/26 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carry Forward 2024/25 = 2875	(202526) \$6,980				\$9,855
	14-Jul	Woodend Netball Club	towards Prize Giving	To be returned to the budget	\$750	\$400	\$9,455
	11-Aug	Woodend Spring Flower Show Committee	Printing, hall hire, engraving of trophies, insurance and prize money	15-Dec-25	\$750	\$750	\$8,705
	8-Sept	Woodend Community Association	Community Christmas Party	26-Jan-26	\$750	\$750	\$7,955
	8-Nov	Noaia Charitable Trust	Community market for equipment and promotion		\$1,000	\$500	\$7,455
	10-Mar	Menzshed Pegasus Woodend Community Trust	towards a compressor	Withdrawn	\$489		\$7,455
	10-Mar	Rangiora Boxing Club	towards medical care	Declined	\$500	\$0	\$7,455
Woodend-Sefton Community Board 10.138.100.2410	13-Apr	Menzshed Pegasus Woodend Community Trust	Air Filtration Unit		\$599	\$599	\$6,856
	8-Jun	North Canterbury Federation of Womens Institute	towards the cost of hall hire, materials and advertising		\$500	\$310	\$6,546
	8-Jun	North Canterbury Scout Troop	towards a camp		\$1,000	\$250	\$6,296
	8-Jun	Pegasus Residents' Group Incorporated	Cost of hosting Matariki Morning Tea		\$500	\$300	\$5,996

GOVERNANCE

Woodend-Sefton 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. 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.

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 a project summary that includes costs, and shows the areas where funds will be spent, fund raising the group has undertaken towards the project, and other sources of funding that have been accessed. Please note that your application will not be processed if the required financial information is not provided. The Board reserve the right to request additional information.

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

- The Board supports a wide range of community activities. However, an 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).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. 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 to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that the board will not fund ongoing or annual operating expenditure associated with the administration or running of the applicant's club organisation or club.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form 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, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

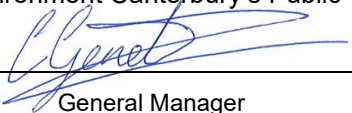

FILE NO and TRIM NO: GOV-26-09-06 / 260630152888

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 July 2026

AUTHOR(S): Thea Künkel, Governance Team Leader

SUBJECT: Ratification of the Woodend-Sefton Community Board's Submission on Environment Canterbury's Public Transport Network Review

SIGNED BY:  General Manager  Chief Executive

1 SUMMARY

The purpose of this report is to retrospectively ratify the Woodend-Sefton Community Board's (the Board) submission to Environment Canterbury's Public Transport Network Review.

Attachments:

- i. Woodend-Sefton Community Board's Submission to Environment Canterbury's Public Transport Network Review (Trim 260610134673).

2 RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260630152888.
- (b) **Retrospectively ratifies** its submission to Environment Canterbury's Public Transport Network Review (Trim: 260610134673).

3 BACKGROUND

- 3.1 Environment Canterbury (ECan) is undertaking a review of Metro bus and ferry services across Christchurch and parts of the Waimakariri and Selwyn Districts. Public feedback was sought to support ECan in identifying and prioritising future improvements to the public transport network.
- 3.2 The consultation period closed on 24 June 2026, with a report scheduled for consideration by the ECan Council in September 2026. ECan has indicated that further consultation on public transport will be incorporated into the development of its 2027–2037 Long Term Plan.

4 ISSUES AND OPTIONS

- 4.1 The Board has consistently maintained that access to public transport constitutes an essential social service, enabling residents to travel to employment, education, and health services, as well as undertake day-to-day activities such as shopping, recreation, and social engagement. In line with this position, the Board has advocated for many years for improved public transport provision within the Waimakariri District, particularly for the communities of Woodend, Ravenswood, and Pegasus.

- 4.2 At its meeting in May 2026, the Board resolved to make a submission to ECan's Public Transport Network Review. A first draft of the submission was circulated to members on Thursday, 11 June 2026, followed by a revised second draft on Friday, 19 June 2026
- 4.3 The consultation period closed on Wednesday, 24 June 2026. The Chairperson approved the final submission on Tuesday, 23 June 2026, and it was formally lodged with ECan on Wednesday, 24 June 2026.
- 4.4 The Board's submission raised a number of matters, including:
- The absence of accessible public transport services in Woodend, Ravenswood, and Pegasus.
 - The need for a comprehensive review of bus routes within Woodend, Ravenswood, and Pegasus in response to significant population growth in these areas.
 - The importance of improving intra-district transport options.
 - The development of a Park and Ride facility and direct commuter service from the Ravenswood and Woodend areas.
- 4.5 The following options are available to the Board:
- 4.5.1 Option One: Retrospectively ratifies its submission to ECan's Public Transport Network Review.
This is the recommended option.
- 4.5.2 Option Two: Withdraw its submission to ECan's Public Transport Network Review.
- 4.6 **Implications for Community Wellbeing:**
The issues and options outlined in this report may have social, cultural, economic, and environmental implications for community wellbeing. Given that effective and safe transport infrastructure enables residents to travel to employment, education, and health services, as well as undertake day-to-day activities such as shopping, recreation, and social engagement.
- 4.7 The Management Team have 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

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

5.3 Wider Community

The wider community is likely to be affected by or have an interest in this report's subject matter, given that effective and safe transport infrastructure affects all aspects of the community.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

There are no financial implications of the decisions sought by this report.

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

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

7 CONTEXT

7.1 Consistency with Policy

These matters are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2 Authorising Legislation

The Local Government Act (2002) states that a Community Board should represent and advocate for the interests of its community.

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

The Board is required to advocate on behalf of the community to the Council or other outside organisations/authorities on key issues and priorities for the community area.

Our Ref: Trim 260610134673

22 June 2026

Councillor Deon Swiggs
The Chairperson
Environment Canterbury Regional Council
200 Tuam Street
CHRISTCHURCH, 8011

E-mail: haveyoursay@ecan.govt.nz

Dear Sir

SUBMISSION ON ENVIRONMENT CANTERBURY'S PUBLIC TRANSPORT NETWORK REVIEW

The Woodend Sefton Community Board (the Board) wishes to thank Environment Canterbury (ECan) for the opportunity to comment on the Public Transport Network Review and wishes to advise as follows:

- (1) The Board acknowledges and strongly supports ECan's programme to modernise and appropriately scale public transport services to and within the Waimakariri District. The Board is aware that insufficient funding allocations from the New Zealand Transport Agency have constrained progress. However, the Board notes that a defining characteristic of the bus network in the Waimakariri District, particularly in comparison with Christchurch, is that a private vehicle is currently the only other practical mode of transport available. Taxis and rideshare services are not readily accessible in the District, either due to limited availability or prohibitive cost. Accordingly, access to public transport is regarded as an essential social service, enabling residents to reach employment, education, and health services, as well as undertake day-to-day activities such as shopping, recreation, and social engagement.
- (2) The Board appreciates that ECan staff have reviewed recent submissions and are aware of the issues and concerns consistently raised. The following summarises the key matters highlighted over several years:
 - (2.1) Woodend, Ravenswood, and Pegasus are the areas of the Waimakariri District that have experienced the most rapid growth in recent years, creating both significant opportunities and new challenges. In 2025, these localities accounted for approximately 37% of all new residential building consents issued within the District. Consequently, the Woodend–Sefton area's population reached an estimated 12,390 by December 2025.

This increasing population, combined with the expansion of employment and retail opportunities across the Waimakariri District, has contributed to evolving travel patterns and transport needs. Continued growth is anticipated, including further development around Woodend and between Ravenswood and Gressons Road, where approximately 1,500 residential dwellings and a retail and community hub are planned.

At present, many residents in Woodend, Ravenswood and Pegasus are required to walk up to 30 minutes to access a bus stop for a service that operates only hourly outside peak periods. The Board, therefore, believes that route review and adjustments are necessary to ensure public transport remains accessible, equitable, and responsive to the District's changing urban form.

- (2.2) The Board commends ECan for extending the 95 and 97 bus routes to and from Pegasus into the commercial area at Ravenswood. This adjustment has enabled Pegasus and Woodend residents to access commercial facilities more easily and has provided a safe, reliable transport option for young people. However, the Board notes that it took several years to implement this relatively minor deviation.

Given the high level of growth in the Woodend, Ravenswood and Pegasus areas, the Board considers that proactive planning for future public transport connectivity is now more important than ever. Hence, the Board encourages ECan to undertake a comprehensive review of bus routes within this part of the Waimakariri District, with the aim of improving coverage across Woodend and Pegasus and extending services further into Ravenswood.

An example of the need for such a review is the change to the bus route within Pegasus made during the last review. The Board contends that this alteration has adversely affected residents' ability to access public transport. The route was shortened to terminate at Pegasus Main Street rather than continuing along Lakeside Drive and into Tiritiri Moana Drive. In a township of more than 4,500 residents, there are currently only four bus stops. As a result, many Pegasus residents must now walk up to 1.7 kilometres each way to reach the nearest stop on Pegasus Main Street.

Given that the services operate only hourly, between 8.15 am and 6.20 pm, residents must leave even earlier to avoid missing the bus, as the wait for the next service is substantial. The Board believes the route should be extended to the northern part of Pegasus to ensure equitable access to public transport for all residents. Such an extension would also provide an opportunity for some Waikuku Beach residents to access the service by using the cycle and walkway connection to Tiritiri Moana Drive.

- (2.3) The Board considers that ongoing growth within this area, and across the wider Waimakariri District, has created a clear and increasing demand for improved intra-district transport options. The Board, along with other stakeholders in the District, has previously raised the following two potential options with ECan that would provide a more effective and sustainable service than the current 97 bus route:

- **An “Orbiter-style” intra-district service.** This service could replace the existing 97 route with a more viable and comprehensive option that better meets the needs of the wider community. Buses operating in opposite directions between Pegasus, Woodend, Ravenswood, Kaiapoi, Silverstream, and Rangiora would enable residents to travel easily within the District and connect efficiently with other services. If successful, the service could be extended to smaller settlements such as Waikuku Beach and Tuahiwi.
- **An on-demand public transport service,** similar to the *MyWay* model currently operating in Timaru. Such a service would provide flexible, responsive transport that adapts to real-time demand, offering a practical solution for areas with dispersed populations or evolving travel patterns.

The Board believes that both options warrant serious investigation as part of a broader strategy to ensure that public transport provision keeps pace with the District's rapid growth and changing mobility needs.

- (2.4) In addition, the Board would like to see progress on plans for a Park and Ride direct commuter service from the Ravenswood and Woodend areas to provide a genuine public transport option for residents of Woodend, Pegasus, Waikuku, and the wider Hurunui area. Especially if the Central Government proceeds to toll the Woodend Bypass, thus making public transport a more viable option for many residents working in Christchurch.

In conclusion, the Board believes that only by providing more accessible, frequent, and safe access to public transport for more people would it become the 'everyday travel choice'. High-quality public transport, which is reliable, frequent, fast, accessible, convenient, affordable, and safe, on routes for which there is demand, will persuade people to make use of the service. Taking the bus should be just as easy as taking your car.

Thank you once again for the opportunity to comment.



Mark Paterson
Chair
Woodend-Sefton Community Board

WOODEND-SEFTON COMMUNITY BOARD

CHAIRPERSON'S REPORT FOR JUNE 2026

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
Footpath Woodend / Pine Acres	Work has started on the footpath from Kaiapoi to the Pine Acres section	Request a report from the Council's Roding Team outlining how the footpath from Pine Acres to Woodend can be progressed independently of the Woodend Bypass project."
Opening for John Harris Memorial Den in Woodend at 3 pm on Saturday, 15 August 2026. which is the anniversary of his passing.		Mayor Gordon will open it, and the community and family will be invited. On the front page, June 2026, Woodpecker
Woodpecker AGM	At 6 pm on 16 July 2026	All are welcome; however, please RSVP
Good to see the Welcome to Woodend sign finished	Concerned that it took four years.	
Cooked BBQ for Woodend School on Friday, 3 July 2026		
Email regarding electric motor bikes ramping at Gladstone Park	Concerns were raised regarding the safety of both the individuals themselves and other users of Gladstone Park	I have not seen any further progress on this matter. Greenspace Team, to be requested to advise what steps are required to develop a policy on this issue
Had a call from J Vanderburg regarding the flyer distributed re the Youth spaces in Pegasus	The flyer does look like a decision has already been made	

* *The purpose of the Chairperson's report is to provide a short update to Board members in relation to activities/meetings that you have attended or to provide general Board-related information.*

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE FOR JUNE 2026

Member's Name: Prudence Stone

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
Woodend Community Association Meet monthly	Ongoing community projects (volunteer-led): Community Garden – near the school entry carpark Pātaka Kai / Food Pantry – WASP carpark Book Swap/help yourself – Country House Greengrocer Members keenly interested to champion the next Fruit Forest at Woodend Beach ...	All hands-on deck, please mark your calendars – WCA are planning a Spring Clean Up day September 19 th BYO rubbish bags...locations and times to be finalised. Members will support Lions on July 19 th at Gladstone Park's Fruit Forest clean up WCA is also planning a Defibrillator training day in August for the Woodend Beach community
Woodend Lions Meet monthly Also – very successful Book Fair June 5-6	G Walker appointed President for the following year. Interest among members to champion the Gladstone Park Fruit Forest, and support WCA	Lions are planning a Fruit Forest working bee July 19 th also will support WCA community garden
Matt Doocey's public meeting in Woodend	Attended the public meeting in Woodend	Shared disappointment in new further delays to the Woodend Bypass.
Health Coalition Aotearoa Public Health Infrastructure Panel	As Co-Chair of HCA's PHIP – Have been co-developing Prevention Policy Briefs for disseminating amongst all parties and voters over the national election campaign period. Held a Tobacco Control Seminar and an Alcohol Reform seminar over June.	Launch of the HCA set of policy briefs – July 20 th 8am breakfast at University of Auckland
Waimakariri Events Plan Stakeholder Workshop	Attended on WCA behalf	Vision for an Events Sector to work collaboratively as a network was widely appreciated by all stakeholders present.
NC Minibus Trust	AGM held on June 10	D Fairbrother is stepping down as President The Trust is in search of new committee members as the demand for services expand and the committee is ageing

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
Waimakariri Access Group	Collaborating on current public and private submissions	No action taken since a Snap Send Solve about the poor conditions of foot pathing aids for sight impaired. Oxford is in dire need of update! So are other townships' footpaths!
Stronger Communities Conference	June 18-19 Knox Centre	Attended and appreciated the great keynote speakers covering cultural competence, suicide prevention and family harm.
Pink Taxi Christchurch	This is a women-led driving service for whānau requiring extra level of safety inside the vehicles they ride in.	Pink Taxi have signed contracts with Shine and the Women's Refuge for their clients. Emergency call-out services will stretch from Amberly down to Rolleston.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE FOR June 2026

Member's Name: Tim Bartle

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>Events, meetings, e-mails</i>	<i>Community Feedback and Concerns</i>	<i>Call for report, refer to Council, Service Request</i>
Training and Community Emergency Hub orientation for both residents of the Sterling and local community members	<i>I would suggest everyone gets involved in their local Emergency Hub, it's great to be prepared in the event of an emergency</i>	
<i>Opening of Courtenay Drive - Housing for the Elderly Development</i>	<i>20 new units for Kaiapoi which is great news and the cost was well under budget.</i>	
<i>Citizenship Ceremony, with 25 new citizens in the district.</i>	<i>I great turn out with the new citizens well supported</i>	
<i>WDC/ECan meeting on upcoming works - Pines and Kairaki Beaches Residents Association</i>	<i>A positive meeting with a large amount of work planned for the area.</i>	
<i>Coastal Drainage Advisory Group Meeting</i>		
<i>Clarkville Drainage Advisory Group</i>	<i>Pretty close to budget 😊</i>	
<i>Head Start Pathway - Simplifying Local Government Drop-in Session Woodend Community Centre</i>	<i>A great turn out with largely positive feedback</i>	
<i>Head Start Pathway - Simplifying Local Government Public information Session Kaiapoi</i>	<i>Another positive night.</i>	

- * *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.*
- * *Members are urged to submit written updates in time for inclusion in the Community Board Agenda for the community's benefit.*

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE FOR JUNE 2026

Member's Name: Philip Redmond

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
Ohoka Residential Subdivision	Rolleston Industrial Development Ltd has submitted a Fast Track application for Ohoka. Application to subdivide land and develop approximately 850 residential dwellings, a commercial or mixed-use centre, and a polo field, and to enable the potential development of a school, retirement village, or both.	More information is available at the link below: www.fasttrack.govt.nz/projects/Ohoka-residential-subdivision
Pegasus Golf Course	<ul style="list-style-type: none"> • Wolfbrook Properties has confirmed that it will lodge a Fast Track application for the development of the Pegasus Golf Course. • Wolfbrook Properties has had initial engagement with the Council. 	
Waimakariri District Licensing Committee Hearing	The Waimakariri District Licensing Committee had a hearing on 25 June 2026 to consider an application for a Manager Certificate. The application was granted with conditions.	
Big Splash Event	The Big Splash event held on 26 June 2026 was very successful. – P Redmond was co-judge with Councillor Tim Bartle	
Liquor store at Waimak Junction	The Alcohol Regulatory and Licensing Authority (ARLA) heard an appeal to the Waimakariri District Licensing Committee's decision to grant an off-licence for a liquor store at Waimak Junction on 26 June 2026.	
Headstart Pathway	<ul style="list-style-type: none"> • Headstart Pathway discussions with neighbouring District Councils continued. • Simplifying Local Government Public Information Sessions in Rangiora, Woodend, Kaiapoi and Oxford were very well attended, with about 200 community members attending overall. 	

* *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.*

* *Members are urged to submit written updates in time for inclusion in the Community Board Agenda for the community's benefit.*