Woodend-Sefton Community Board

Agenda

Monday 12 June 2017

7.00pm

Pegasus Community Centre
8 Tahuna Street
Pegasus

Members:
Shona Powell (Chair)
Andrew Thompson (Deputy Chair)
Andrea Allen
John Archer
Al Blackie
Rhonda Mather
John Meyer
Board Members
WOODEND-SEFTON COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
TO BE HELD IN PEGASUS COMMUNITY CENTRE, 8 TAHUNA STREET, PEGASUS
ON MONDAY 12 JUNE AT 7PM.

Karyn Ward
Community Board Advocate

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

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 8 May 2017

8-16

RECOMMENDATION
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community Board meeting, held 8 May 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS FROM THE COMMUNITY

6 ADJOURNED BUSINESS
Nil.

7 REPORTS
7.1 Pegasus to Waikuku Beach Link – K Stevenson (Roading Manager)

17-20

RECOMMENDATION
THAT the Woodend-Sefton Community Board:
(a) Receives report No 170526054014.
(b) Approves the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the exiting path in Tiritiri Moana Drive.
(c) Circulates this report to the Utilities and Roading Committee.
Recommends that the Council:

(d) **Reallocates** the 2017/18 budget allocation for Kaiapoi Pa Road to the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the existing path in Tiritiri Moana Drive.

7.2 **The Future of six Council owned Silver Birch trees in Owen Stalker Park, Woodend – G Barnard (Parks Community Assets Officer)**

**RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 170531055420.

(b) **Approves** the removal of the six council owned Silver Birch trees situated in the northern boundary of Owen Stalker Park located at 19 Main North road, Woodend due to the proximity to the emergency exits of the new Woodend Primary School building.

(c) **Notes** that the removal of the Silver Birch trees is not consistent with section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535.

7.3 **Approval of the Woodend-Sefton Community Board Plan – K Ward (Community Board Advocate)**

**RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 170601056210.

(b) **Approves** a grant of $............... to the Woodpecker Community Trust towards the shortfall between commercial advertising and printing costs for three months.

OR

(c) **Declines** the application from the Woodpecker Community Trust.

7.4 **Approval of the Woodend-Sefton Community Board Plan – K Ward (Community Board Advocate)**

**RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 170531055847.

(b) **Approves** the final version of the Woodend-Sefton Community Board Plan (Trim: 170110001412) subject to any minor edits discussed and approved by the Board Chairperson.
7.5 Report back on New Zealand Community Boards’ Conference 2017 – S Powell (Board Chair), A Thompson (Board Member), R Mather (Board Member), A Allen (Board Member), and J Archer (Board Member)

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170524052890.

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

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for 1 May - 4 June 2017

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170607057594.

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 8 May 2017 (Trim No. 170504043961)

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

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 15 May 2017 (Trim No. 170511047432)

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

10.5 Library Update - P Ashbey (Libraries Manager) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170505044853)

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

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

10.8 Register of Interests for Elected Members - S Nichols (Governance Manager) – Report to Council – 6 June 2017 (Trim No. 170501041899)

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

10.10 Changes to Woodend Beach Speed Limits - K Stevenson (Roading Manager), H Davies (Roading Projects Engineer) and C Sexton (Summer Intern Engineer) – Report to Council – 6 June 2017 (Trim No. 170517049561)
10.11 **Pegasus Road Connection to Gladstone Road Budget Adjustment** - K Stevenson (Roading Manager) - Report Council 30-31 May 2017 (Trim No. 170518050120)

10.12 **Community and Recreation Department Staff Submission** - C Sargison (Manager Community and Recreation) - Report to Council - 30 May 2017 (Trim No. 170505044822)

**RECOMMENDATION**

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.12.

Note: Matters for Information were circulated to members separately.

11 **MEMBERS’ INFORMATION EXCHANGE**

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

12 **CONSULTATION PROJECTS**

12.1 **Ohoka Domain**

Drop in sessions are planned for community feedback:

- Friday 9 June 2017, 9am-12.30pm, at the Ohoka Farmers Market
- Tuesday 13 June 2017, 5.30pm-6.30pm, at the Ohoka Domain Hall

http://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/about-ohoka-domain

12.2 **Waste Management Minimisation Plan**

Consultation will be open until Friday 11 August 2017.

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

12.3 **Draft District Development Strategy**

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

Go to http://www.waimakariri.govt.nz/your-council/district-development for more information.

13 **FOSTERING COMMUNITIES**

13.1 Update on Community Team priorities. T Sturley (Community Team Manager)

14 **REGENERATION PROJECTS**

14.1 **Town Centres, Woodend-Pegasus**

Updates on the Woodend-Pegasus area projects are emailed regularly to Board members. These updates can be located using the link below:

14.2 **New Arterial Road, Kaiapoi**

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


15 **BOARD FUNDING UPDATE**

15.1 **Board Discretionary Grant**

Balance as at 7 June 2017: $820

15.2 **General Landscaping Budget**

Balance as at 7 June 2017: $15,278.71

*Note: new funding allocation in July with report to the Board 10 July 2017.*

16 **MEDIA ITEMS**

17 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

**RECOMMENDATION**

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.1</td>
<td>C Sargison (Manager Community and Recreation)</td>
<td>General Landscaping Budget</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.1</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>
CLOSE MEETING

See Public Excluded Agenda (blue papers)

OPEN MEETING

18 QUESTIONS UNDER STANDING ORDERS

19 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 10 July 2017 at the Woodend Community Centre.

Workshop

1. Members’ Forum.
   
   Opportunity for members to share potential new ideas and initiatives.
MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN MEETING ROOM A, WOODEND COMMUNITY CENTRE, SCHOOL ROAD,
WOODEND ON MONDAY 8 MAY AT 7.00PM.

PRESENT
S Powell (Chairperson), A Thompson (Deputy Chair), J Archer, A Allen, A Blackie,
R Mather and J Meyer.

IN ATTENDANCE
C Sargison (Manager, Community and Recreation), K Stevenson (Roading Manager),
K Ward (Community Board Advocate), and E Stubbs (Minutes Secretary).
The meeting adjourned at 7.29pm and resumed at 8.15pm.

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 10 April 2017
Moved R Mather seconded A Allen
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 10 April 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Re Item 11.5. Community Board presence at Sefton Tug of War event, 21 May:
• R Mather queried whether the ‘teardrop’ sign for the Board had been followed
  up. S Powell advised it had been.
• S Powell advised that the Community Board flyer would be ready for
distribution at the Sefton event.

5 DEPUTATIONS FROM THE COMMUNITY
Representatives of Woodend Lions, David Marks (President) and Ian Lennie (1st
Vice President) spoke about a proposal for a war memorial at Woodend.
D Marks provided some background to the contribution Woodend Lions had made
to Woodend and its environs since it was formed 30 years ago. He advised that
Lions International were celebrating the centennial of Lions and were encouraging
‘Centennial Community Legacy Projects’.
The Woodend Lions wished to donate a war memorial as a permanent tribute for the
community. Currently there were only memorial boards in the Woodend Community
Centre and a local café. D Marks tabled a summary and design of the proposal
(Trim: 170516049308). With the increase in local population and the centennial of many notable WW1 battles this year, they believed it would be a pertinent centennial Lions legacy project to give to the community. They anecdotally reported community support of the proposed project.

I Lennie advised that there was a desire for a contemporary design: a ‘pill box’ with appropriate wording, names on plaques and a barbwire and poppy image. The Woodend Lions had been consulting Peter Dunn, a local stonemason, who had provided guidance. The Lions wanted to involve local people in the construction so Kaiapoi and Rangiora engineers had also been involved in the design. RSA Rangiora has appointed a liaison person for the project.

I Lennie advised that they had approached Council staff with the project plan, who subsequently indicated a location was available adjacent to the Woodend Community Centre. The estimated cost of the project was $45-50,000. The RSA would assist with fundraising and Lions would contribute as part of the Centennial project. It was anticipated fundraising would start immediately.

A Blackie commented that the flat-topped design could encourage children to climb and jump off the structure. C Sargison agreed, given the close proximity to the school. I Lennie advised that the issue had been identified and the design was being reviewed from that perspective.

After further brief discussion regarding design, the Board requested staff return with a report to include details of location, lighting and funding requirements.

The Chair thanked the Woodend Lions for their deputation to the meeting and assured them they would be advised when staff would return with the requested report.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Secondary Emergency Access to Pegasus – B Rice (Senior Transport Engineer)

K Stevenson spoke to the report. An emergency access could be provided but a permanent, alternative public connection to the existing one provided by Pegasus Boulevard would be considered at the time of the Woodend Bypass.

K Stevenson advised while there was need for further communication with residents, there had been discussion between Council staff and the Pegasus Residents Group (PRG) and emergency services. They had indicated their support for this approach to residents’ concerns regarding the perceived risks of a single existing vehicular entrance and egress to the town.

R Mather advised that she was aware of gas leaks at Pegasus and that they were not located at the gas tanks on Atkinsons Lane as was identified as a potential hazard point for gas leaks in the report. K Stevenson noted this risk.

R Mather requested clarification of the report’s recommended gate locking options, and asked if residents living in proximity to the gate would be requested to store an accessible key for emergency services to open the gate as required. C Sargison advised that there was a standard procedure with emergency services regarding keys for emergency accesses across the district. K Stevenson commented that this option could be a future discussion to be had with emergency services and PRG.
R Mather queried whether the ‘no parking’ restriction would extend to the eastern footpath. K Stevenson commented it would not, and assured her local residents would be consulted to ensure all had opportunity to contribute to the planned restrictions.

R Mather asked if signage would be erected to indicate the ‘no-stopping’ was to ensure emergency access, suggesting this may assist with compliance. K Stevenson acknowledged this advice, and would have staff follow up.

R Mather queried whether the kerb would require modification. K Stevenson commented its suitability for a vehicle crossing would be considered as part of the design plans for the emergency access gate. S Powell suggested that the kerb would require modification given that it may be used by ambulances transporting patients.

Moved R Mather    seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 170427041307.

(b) **Supports** delaying further investigations into a second road connection between Pegasus and Woodend until a construction time for the Woodend Bypass is confirmed.

(c) **Approves**:
   i. The construction of an unsealed access way between the end of Pegasus Main Street and the walkway carpark at the end of Gladstone Road;
   ii. The installation of a manual gate on the wire rope fence where it crosses the above access way;
   iii. The provision of a chain and padlock on the gate, to be keyed to suit existing master keys held by emergency services; and

Recommend that the Council:

(d) **Includes** the no parking at the southern end of Pegasus Main Street at the above access way in the Schedule of Parking Restrictions.

(e) **Notes** that final design of the above features will be subject to consultation with emergency services, the Pegasus Residents Group, and directly affected property owners.

CARRIED

R Mather stated she had initially believed the route should be freely accessed, however, having considered all information now agreed it should be for emergency use only. The options for alternate vehicular public access in and out of Pegasus would be revisited when the Woodend bypass was designed and opened for consultation. R Mather noted early plans of Pegasus indicated a general access point at the end of Infinity Drive.

S Powell acknowledged there might be some in the community who would be disappointed that this access point would not be opened as an alternate public route. However, she believed there were enough state highway traffic issues currently in Woodend without complicating these with merging traffic from an adjoining sealed route from Pegasus through to Gladstone Road.

J Archer commented that historically this route had never been considered for general access.
Moved A Blackie seconded R Mather

THAT the Woodend-Sefton Community Board meeting adjourn for a workshop at 7.29pm.

CARRIED

The meeting reconvened at 8.15pm.

8 CORRESPONDENCE
Letter tabled from the Woodend Community Association (Trim: 170516049345).

9 CHAIRPERSON’S REPORT
9.1 Chairperson’s Report for April-May 2017
- Thanked Board members present at the Annual Plan Hearing in Kaiapoi for their support of her presentation of the Board's submission.
- Commented on feedback from the Sefton community of being appreciative of the Board’s presence at the Sefton Anzac Service.
- With regard to the Sefton Public Hall: commented that the committee was finding the post-earthquakes insurance and remediation process difficult and time consuming. The plans were currently with an engineer before being referred to the Council. Fundraising was required to meet the shortfall. It was an important facility, which a wide range of groups used, including Sefton School.

Moved S Powell seconded A Allen

THAT the Woodend-Sefton Community Board:

(a) Receives report No.170502042962.

CARRIED

10 MATTERS FOR INFORMATION
10.1 Oxford-Ohoka Community Board meeting minutes – 6 April 2017
(Trim No. 170406033740)

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

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 24 April 2017
(Trim No. 170426040015)

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


Moved S Powell seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.5.

CARRIED
11 MEMBERS' INFORMATION EXCHANGE

All members had attended various events and meetings for elected members, including those specified.

11.1 A Allen

- Community Networking Forum, Kaiapoi:
  - Introduced to a wide range of community groups.
  - Inquired how the existence of those groups could be effectively communicated and queried if the Board’s Facebook page was the right medium for that. The Board indicated their support for community groups to be advertised on their Facebook page.
- Sefton Anzac Service:
  - Had advised organisers of potential Council assistance they could access with preparation of future services.
- Kaiapoi Anzac Day Dawn Service.
- Pegasus Lions rubbish collection:
  - Participated, but was personally disappointed with the low support.
- Waimakariri Health Advisory Group meeting (WHAG):
  - The speaker explained the District Liquor Licensing process.
  - Potential for a teenage mental health programme focused on social media to be run in the district.
- Combined PRG and Neighbourhood Support meeting with Police:
  - Potential for camera with licence plate recognition to be located at Pegasus roundabout.
- North Canterbury Neighbourhood Support (NS):
  - Seeking to get more young families involved so an old-fashioned community picnic to engage with them is planned for 9 July 2017.

11.2 A Thompson

- Northern Pegasus Bay Bylaw Implementation Working Group:
  - Good progress was being made.
- Taranaki Stream Reserve:
  - Concern from neighbours raised about a walkway.
- Cattle crossing on Waikuku Beach Road:
  - A longer-term solution was required to prevent the road deteriorating, and matters are being cooperatively worked through between the Council and landowner.

11.3 A Blackie

- Coastal Rural Drainage Committee:
  - Concern had been raised regarding implications for rural drainage if glyphosate was banned.
- Kaiapoi Regeneration Steering Group:
  - Working through the red zone related processes.
  - Information flyers had been distributed to neighbours adjacent to the new proposed road in northeast Kaiapoi, and would be forwarded to Board Members.
- 3 Waters Working Group:
  - Continuing to consider standardising rating systems across the district before a recommendation would be made to the Council.
- Annual Plan Hearings:
  - There had been a presentation with issues similar to that of Woodend School from Oxford Area School. Flashing speed reduction signs were a common theme.
- Million Metre Trees, a crowd funded initiative for planting trees:
  - Looking for projects (particularly coastal) in the district.
11.4 J Meyer
- Roading:
  - Progress of projects including Kaiapoi West. The Redwood tree had been removed.
- Annual Plan:
  - There had been fewer submissions and requests through the Annual Plan process than typically experienced the last few years.

11.5 R Mather
- Pegasus Community Centre:
  - Will be operational in June.
- Canterbury Community Law Privacy workshop.
- Combined PRG and Neighbourhood Support (NS) meeting with Police.
- PRG:
  - Challenging the emergency access way decision.
  - Upcoming fundraiser at Flat White Cafe.
  - AGM held Tuesday 9 May 2017.
  - Attended Safe Roads Alliance meeting.
    - Worthwhile in identifying areas of concern from Saltwater Creek to Belfast. New Zealand Transport Agency (NZTA) had been surprised community groups were supportive of lowering speeds.
  - Queried whether the shade sails at Pegasus playground had been installed. C Sargison advised that staff were in the process of installing. They would only be up during summer.
- Woodpecker Community Trust:
  - Revising constitution and would contact the Board regarding a representative.
- The Karen Eastwood Memorial concept design had been sent to staff.

11.6 J Archer
- Sefton Domain Advisory Board (SDAB):
  - Consideration of wetland planting in a ‘wet’ corner of the Domain.
- Completed concept design for Karen Eastwood Memorial.
- Attended Safe Roads Alliance:
  - Worthwhile meeting with local knowledge provided.
- Woodend Community Association (WCA):
  - Made an Annual Plan Hearing submission.
  - Woodend Beach Road walkway nearly completed.
  - The WCA are planning an opening function of the walkway.

12 CONSULTATION PROJECTS

12.1 Woodend Beach Speed Limits Review
Consultation closes Friday 12 May 2017.


The Board noted the Consultation Project.

13 FOSTERING COMMUNITIES

Nil.
14 **REGENERATION PROJECTS**

14.1 **Town Centres, Woodend-Pegasus**

Updates on the Woodend-Pegasus area projects are emailed regularly to Board members. These updates can be located using the link below:


14.2 **New Arterial Road, Kaiapoi**

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


The Board noted the Regeneration Projects.

15 **BOARD FUNDING UPDATE**

15.1 **Board Discretionary Grant**

Balance as at 3 May 2017: $820

At its April 2017 meeting, the Board approved $300 to the Kaiapoi Art Expo and Schools Art Expo and $500 to the Sefton School PTA towards the purchase of a TV and Apple TV Box.

15.2 **General Landscaping Budget**

Balance as at 3 May 2017: $15,278.71

The Board noted the balances.

C Sargison advised a report regarding the potential uses for the General Landscaping Budget would come before the Board in June.

16 **MEDIA ITEMS**

16.1 A Thompson advised that the Board’s Facebook Page has been launched. The Board decided a workshop would be held at the next meeting to discuss the best way to use the forum.

16.2 R Mather advised the Board had an article published in the latest edition of the Woodpecker.

17 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under Standing Orders.

18 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business under Standing Orders.
NEXT MEETING
The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 12 June 2017 at the Pegasus Community Centre, 8 Tahuna Street.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.53PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop: item 2: 7.29pm - 8.15pm, items 1 and 3: 8.55pm - 9.04pm

1. *Rangiora-Woodend Road Speed Limits.* K Stevenson (Roading Manager)
   A follow up session to previous discussions regarding cycleways and the Woodend School's deputation to Board in March 2017.

   Extensive Board and staff interactive discussion regarding Rangiora-Woodend Road Speed Limits in relation to current traffic use, and probable future use with residential development at Ravenswood. K Stevenson will provide a report to the Board regarding options for Rangiora-Woodend Road speed limits and/or treatment, in due time.

2. *Revising the draft Community Board Plan.* K Ward (Community Board Advocate)

   Board members would consider the revised draft copies distributed at the meeting and email feedback to staff by 18 May 2017. A report will be brought to the June meeting for the Board to sign-off the final version of the Plan.
1. SUMMARY

1.1. The purpose of this report is to update the Board on the Pegasus to Waikuku Beach links and to seek the Boards support to upgrade the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus.

1.2. The Board will recall that a previous proposal to upgrade Kaiapoi Pa Road to provide a road linkage between Pegasus and Waikuku Beach was not supported due to the high cultural significance of that area.

1.3. As part of that decision the Council agreed to investigate options to improve pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach and report options back to the Board.

1.4. The Council also resolved to support engagement with NZTA on their Ashley to Belfast safety improvements project. This is happening through participation in the work the NZTA Safe Roads Alliance has currently underway.

1.5. In addition the Council resolved to support working with ECan to identify options to improve Public Transport provision for both Pegasus and Waikuku Beach. Improved services both in frequency and coverage have now been implemented in Pegasus as part of the recent service changes.

1.6. Options for a walking and cycling link between Pegasus and Waikuku Beach have been investigated and the only feasible route identified is along the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana drive in Pegasus. It is recommended that this existing route be upgraded to a wider all weather path so it will be more suitable for a range of users. The Trust supports this approach and welcomes the opportunity for this path to be upgraded.

1.7. An issue that has been raised with this route is about personal safety because of the fact it does not adjoin any properties and so does not have any active surveillance. Staff have met with Greg Byrnes of the Trust and are comfortable a number of measures are in place to manage safety. Also the path is used now by a range of users and there have been no known incidents. Greg will be present at the Board meeting to talk through the management of this area and in particular the safety aspects.
2. **RECOMMENDATION**

**THAT** the Woodend Sefton Community Board:

(a) **Receives** report No 170526054014

(b) **Approves** the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the exiting path in Tiritiri Moana Drive.

(c) **Recommends to Council that it**

i. **Reallocation** the 2017/18 budget allocation for Kaiapoi Pa Road to the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the existing path in Tiritiri Moana Drive.

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

3. **ISSUES AND OPTIONS**

3.1. The Council previously considered a road connection between Pegasus and Waikuku Beach by upgrading Kaiapoi Pa Road. This option did not proceeded due to the high cultural significance of the area.

3.2. In considering this matter the Council at the 4 October 2017 meeting passed the following resolution

**THAT** the Council:

(a) **Receives** report No. 160808077634.

(b) **Approves** that the project to upgrade Kaiapoi Pa Road and link it to Tiritiri Moana Drive proceed no further due to the high cultural significance of the area and the likely impact of the proposed work.

(c) **Supports** the proposal to investigate options to improve pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach including consultation with Te Ngāi Tuahuriri Runanga and Kaiapoi Pa Trustees.

(d) **Notes** that staff will report back to the Woodend-Sefton Community Board on options and costs for improved pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach.

(e) **Supports** engagement with NZTA on their Ashley to Belfast safety improvements project.

(f) **Supports** working with ECan to identify options to improve Public Transport provision for both Pegasus and Waikuku Beach.

3.3. In relation to resolutions (e) and (f) these have or are being actioned. Council staff and community representatives have been involved in workshops with the NZTA Safe Roads Alliance and this work is ongoing and it will result in safety improvements along State Highway 1. ECan recently implemented changes to the bus services in the district and this involved improved frequency and coverage in Pegasus.

3.4. Options have been investigated for alternative walking, cycling and road connections between Pegasus and Waikuku Beach. With Kaiapoi Pa Road not being suitable for a connection then the other options considered were to either purchase land and build a new connection or to upgrade an existing connection.

3.5. The land around Pegasus is generally future conservation reserve with the only road connections from the north and east being at Kaiapoi Pa Road and at Tiritiri Moana Drive.
Therefore it is not possible to identify land for a walkway/cycleway/road connection that would avoid the conservation areas and not have high cultural significance.

3.6. The only remaining option was to consider existing routes that could be improved to a suitable level of service. There is an existing path/track running between Reserve Road in Waikuku Beach and Tiritiri Moana Drive that is managed by the Te Kōhaka O Tūhaitara Trust and this was identified as a possible walking and cycling connection.

3.7. Staff met with Greg Brynes, General Manager of Te Kōhaka O Tūhaitara Trust, to discuss this option. Greg very much supported the idea of upgrading this existing path to an all-weather standard to provide a good level of service for all users. It is well used now by a range of users.

3.8. It is proposed to upgrade the path to a 2.0m to 2.5m wide ‘crusher dust’ surfaced path. A new culvert is required part way along the path to control stormwater and groundwater at that location. The upgrade would involve trimming up to 50mm of the existing ground and adding metal to form an ‘all weather’ path. The existing ‘gritted’ path along Tiritiri Moana Drive will be repaired and upgraded.

3.9. At the Waikuku Beach end there is a vehicle access way to the horse car park and the waste water ponds. An option is to chip seal this access way to provide a more consistent a reliable surface for walkers and cyclists as well as the vehicles.

3.10. Personal safety has been raised as a possible issue with this path because of the fact it does not adjoin any properties and so does not have any active surveillance. Staff have discussed this with Greg Brynes of the Trust and are comfortable a number of measures are in place to manage safety. Also the path is used now by a range of users and there have been no known incidents. Upgrading the path will attract more users and this in itself will mean there will be more surveillance.

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

4. THE COMMUNITY VIEWS

4.1. Feedback through the community consultation on the Kaiapoi Pa Road upgrade option requested and supported a walking and cycling connection between Waikuku Beach and Pegasus.

4.2. Staff have met with Greg Brynes of the Te Kōhaka O Tūhaitara Trust and the trust supports the upgrade of this path as it is compatible with the recreational use of the area.

5. FINANCIAL IMPLICATIONS AND RISK

5.1. Included in the 2017/18 budget is the $670,000 for Kaiapoi Pa Road. This funding is available to fund the proposed path upgrade.

5.2. The rough order estimated cost of upgrading the path as outlined above including sealing the access road is in the order of $300,000. This includes a 30% contingency as no detailed assessment or detailed design has been carried out.

5.3. If the path is approved a more detailed assessment can be carried out to refine the design and the cost and the budget can then be adjusted accordingly.
6. **CONTEXT**

6.1. **Policy**

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

6.2. **Links to Community Outcomes**

6.2.1. There is a safe environment for all:
- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

6.2.2. Transport is accessible, convenient, reliable, affordable and sustainable
- The standard of our District’s roads is keeping pace with increasing traffic numbers

Ken Stevenson
Roading Manager
1. **SUMMARY**

1.1. The purpose of this report is to provide the Woodend - Sefton Community Board with information to allow a decision to be made on the future of the six Council owned Silver Birch (*Betula Pendula*) reserve trees located in Owen Stalker Park, Woodend.

1.2. Woodend Primary School is undergoing a major redevelopment which involves the construction of a number of new classrooms and other buildings. One of the classroom buildings is being constructed directly adjacent to the boundary of the eastern side of the site which adjoins Owen Stalker Park. The building is completely contained within the School’s property and is 1.5 metres from the property fence line.

1.3. The new building has a larger footprint than the previous one and will contain more students. The positioning of emergency exits on the east side of the building means that they open directly into the area which contains six Council owned Silver Birch trees.

1.4. The Ministry of Education site manager has now requested that the trees be removed as they may create confusion for students exiting the building in the event of an emergency evacuation.

1.5. Replacement trees of an appropriate species would be planted elsewhere in the reserve and the construction project manager has agreed to cover all costs associated with removal and replacement of the trees if the Board resolves to remove them.

1.6. This report proposes that the Wooden - Sefton Community Board approves the removal of the trees.

**Attachments:**

i. Owen Stalker Park Silver Birch tree locations

ii. Picture of Owen Stalker Park Silver Birch Trees near new building 1

iii. Picture of Owen Stalker Park Silver Birch Trees near new building 2
2. **RECOMMENDATION**

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

(a) **Receives** report No. 170531055420

(b) **Approves** the removal of the six council owned Silver Birch trees situated in the northern boundary of Owen Stalker Park located at 19 Main North road, Woodend due to the proximity to the emergency exits of the new Woodend Primary School building.

(c) **Notes** that the removal of the Silver Birch trees is not consistent with section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535.

3. **ISSUES AND OPTIONS**

3.1. The Ministry of Education is currently constructing several new buildings including classrooms at Woodend Primary School. The school is located at 39 Main North Road, Woodend.

3.2. The project includes the demolition and removal of older buildings and the construction of new buildings in their place. One of the older buildings was located at the southern end of the school site directly adjacent to the northern boundary of Owen Stalker Park. The new, replacement building has a bigger footprint and, therefore, is being constructed closer to the school boundary with the park. It does comply with building set back requirements and has the required consents but being a different layout to the previous building the emergency exit doors are located in a different place within the building footprint. This has resulted in the doors opening directly facing an area of the park containing six council owned Silver Birch trees.

3.3. The trees have been planted within a few metres of the boundary line and were previously not an issue but the project manager has commented that in the event of an emergency the trees may create some confusion for younger students exiting the building and has asked council to consider removing the trees. Council are under no obligation to approve the request. It should be noted that the exits are fully compliant with the Building Code, building consent has been granted and the compliance of the exits is not reliant on the trees being removed.

3.4. A fence has never been constructed along this boundary between the school and reserve and the area has always maintained the look and feel of open space. The construction of a fence between the trees and the building would direct students to a safe place in an emergency but would restrict the open feel that the area now has. There is no intention or desire to construct a fence in the foreseeable future either by Council or the Ministry.

3.5. The trees are Silver Birch (*Betula Pendula*) with a height of 6 to 8 metres and are approximately 20 years old. Five are in average condition and one has been rated as being poor. They are planted in two lines approximately 15 metres long running east-west and roughly parallel to the boundary. The trees nearest the boundary are approximately 1.5 metres from the fence line. With the new school building 1.5 metres on the school side of the fence line this means that the closest trees are directly in front of the emergency exits and approximately 3 metres away.

3.6. The trees do currently provide some amenity value for park users but this will decrease as the new building is completed. The location the trees are located in will be covered by the building’s shadow and this will lessen the appeal of the area for play or recreation. By removing the trees, the area will be more open and integrate it onto the other adjacent open space in the reserve.
3.7. The options for the future of the trees is to either:

3.7.1. **Maintain the status quo**, (i.e. allow the trees to remain in their current state with appropriate future maintenance to maintain their natural shape). This is not the preferred option.

OR

3.7.2. **Remove the trees entirely and replace them with another species** of juvenile tree in the reserve. This is the preferred option

3.8. Staff recommend the removal of the trees and the planting of replacement trees in a different location within the reserve for the following reasons:

3.8.1. With the construction of the new building being closer to the boundary line the building is now closer to the trees than previously and they are directly in line with the emergency exits. There is the possibility that in an emergency evacuation younger students could become confused and may become separated from carers.

3.8.2. The trees are in average condition with one showing signs of decline. While the trees are semi-mature they do not appear to be thriving and there is the possibility that root disturbance from the nearby construction may affect them over time.

3.8.3. The removal of the trees will provide the opportunity for additional open space adjacent to the school land to be available for students and the public. It will also increase passive surveillance of the area and increase the safety of park users by allowing clear sightlines for walkers and students traversing the area.

3.8.4. Staff acknowledge that there will be some initial loss of amenity by the removal of the trees but the planting of appropriate alternate species will allow the opportunity to provide trees that will increase the diversity of species within the reserve.

3.9. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship. Section 4.4 of the Council’s Street and Reserve Trees Policy which defines particular circumstances where healthy trees may be removed is also applicable, the details of which are contained in Section 6.1 below. The Community Board has delegated authority to make a decision on the future of the trees within the Ward as the request for removal falls outside the Standard Operating Procedure for tree removals and does not comply with Council Policy.

4. **COMMUNITY VIEWS**

4.1. No public consultation has been carried out on this matter although discussions have been held with the relevant school staff and they have no objection to the trees being removed. They acknowledge that the additional open space and passive surveillance that would be provided would be of a benefit to the students.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. **Option 1**: Maintain the status quo. Should the status quo remain there is no additional cost to the Council. **This is not the preferred option.**

5.2. **Option 2**: Remove the trees entirely and replace them with an appropriate species of juvenile tree. If the trees are removed there will be an approximate cost of $3500 for removal of the trees. The cost of replacing the trees with an alternative species would cost
approximately $1800. All costs would be paid by the Ministry of Education as part of the construction project. Work would be carried out by Councils contract arborists to ensure that the work is carried out safely and to the required standard. **This is the preferred option.**

6. **CONTEXT**

6.1 **Policy**

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

6.2 **Legislation**

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

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

(1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—

(a) the order is fair and reasonable; and

(b) the order is necessary to remove, prevent, or prevent the recurrence of—

(i) an actual or potential risk to the applicant's life or health or property, or the life or health or property of any other person lawfully on the applicant's land; or

(ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant's land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or

(iii) an undue interference with the use of the applicant's land for the purpose of growing any trees or crops; or

(iv) an undue interference with the use or enjoyment of the applicant's land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or

(v) an undue interference with any drain or gutter on the applicant's land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or

(vi) any other undue interference with the reasonable use or enjoyment of the applicant's land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and

(c) refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant's land that is greater than the hardship that would be caused to the defendant or any other person by the making of the order.
6.3 **Delegated Authority**

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

6.4 **Street and Reserves Tree Policy S-CP4535**

4.4 **Removal of Street Trees**

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

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

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

3. REMOVAL OF STREET TREES;

3.1 **Objective**

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

3.2 **Explanation**

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.

3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 **Standard Operating Procedure**

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

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

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

3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:

- The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
- Any appropriate remedial works will be carried out by skilled tree contractors at the Council's expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).
3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council’s Community & Recreation Committee or the Community Board for its consideration.

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

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

7. COMMUNITY OUTCOMES

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

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

Greg Barnard
Parks Community Assets Officer
1. **SUMMARY**

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Woodpecker Community Trust</td>
<td>Towards the shortfall between commercial advertising and printing costs for three months</td>
<td>$500</td>
</tr>
</tbody>
</table>

1.2. Current balance: $820.

**Attachments:**

i. Application from the Woodpecker Community Trust (Trim 170529054309).
ii. Spreadsheet showing previous two years grants.
iii. Board funding criteria 2016/2017. (Trim 160630062603).

2. **RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170601056210.

(b) Approves a grant of $...................... to the Woodpecker Community Trust towards the shortfall between commercial advertising and printing costs for three months.

OR

(c) Declines the application from the Woodpecker Community Trust.

3. **ISSUES AND OPTIONS**

3.1. The Woodpecker Community Trust is seeking funds to cover the shortfall between commercial advertising and printing costs for three months. The Trust has been
established to provide a newsletter and share information about the Waimakariri District with the Woodend, Pegasus, Tuahiwi, and Waikuku communities, promoting a feeling of healthy community and helping to develop a personal sense of identity and belonging. The newsletter directly facilitates connectivity between the residents of Woodend-Sefton communities it services. Advertising is free for community groups. The shortfall between printing costs and income from commercial advertising is approximately $200 per month. If successful the grant will allow the Trust to continue providing the newsletter to the 2,100 households it is currently delivered to. The project will continue if the application is declined, but distribution will have to be accordingly lowered to meet printing costs. The Trust has not sought funding from any Waimakariri Community Board in the last eighteen months, and will continue to seek ongoing funding from sources that will assist the continuation of publication. Financial information has been provided.

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

3.3. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

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

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Annual Plan for 2016/17 includes budget provision for the Woodend-Sefton Community Board to approve grants to community groups up to a total of $2,910. The requested grants for consideration in June 2017 total $500.

5.2. The current balance of the grant fund is $820. If all the requested funds are approved at this meeting the Board’s grant fund will hold a balance of $320.

5.3. The Board resolved to consider applications on a monthly basis at its Inaugural meeting for the 2016-19 term. Any balance remaining in the fund as of end 31 June 2017 is not carried over into the 2017/18 financial year.

5.4. The application criteria specify that grants are normally limited to a maximum of $500 any one financial year (July to June) but the group can apply up to twice in that year providing it is for different projects.

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

6. CONTEXT

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

6.2. Legislation
Not applicable.

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

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

Karyn Ward
Community Board Advocate
WOODEND-SEFTON COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: THE WOODPECKER COMMUNITY TRUST

Address: 78 KANARIA DRIVE, REGASUS 7612

Contact Person within Organisation: IAN LENNIE

Position within Organisation: TREASURER

Contact phone number: 03-9201576 Email: the.lennies @ clear.net.nz

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

The Trust is established to provide a newsletter and share information about the Waimakariri District and the Woodend, Pegasus, Taahini and Waikuku communities. Advertising is free for community groups. Funding is required to cover the shortfall between commercial advertising and the printing costs.

What is the timeframe of the project? 3 Months (Monthly Shortfall $200 approx)

Overall Cost of Project: $600 Amount Requesting: $500

How many people will directly benefit from this project? 2100 (Households - Delivery)

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

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

Provide estimated percentage of participants by Ward:

Woodend-Sefton 95% Kalapoi-Tuahini 5% Oxford-Ohoka % Rangiora-Ashley %

Other (please specify):

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

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

But Distribution will have to be reduced to lower the cost of printing
WOODEND-SEFTON COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

* The Woodlaker promotes a feeling of healthy community and develops a personal sense of identity and belonging.

What is the benefit(s) to your organisation?

Will allow the Trust to continue providing the newsletter to the community.

What are the benefit(s) to the Woodend-Sefton community or wider district?

Refer above * plus facilitating connectivity between residents in the Woodend, Pegasus, Taahui and Waikuku communities.

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

Yes / No

If yes, name of parent group

N/A

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

N/A

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

We will continue to seek funding to ensure we can produce the monthly newsletter.

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:

N/A

Enclosed:  

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

☐ Supporting costs/quotes (not compulsory)

☐ Other supporting information

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

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

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

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

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

Signed: IAN LENNIE

Date: 26-5-17
The Woodpecker Community Trust Inc

Statement of Financial Performance for the year ended 31 March 2017

<table>
<thead>
<tr>
<th>Income:</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donation - Woodend Lions</td>
<td>-</td>
<td>900</td>
</tr>
<tr>
<td>Woodend Methodist Church</td>
<td>-</td>
<td>75</td>
</tr>
<tr>
<td>Pegasus Residents Group</td>
<td>-</td>
<td>150</td>
</tr>
<tr>
<td>Woodend Garden Club</td>
<td>100</td>
<td>-</td>
</tr>
<tr>
<td>Advertising</td>
<td>18000</td>
<td>10000</td>
</tr>
<tr>
<td>Total Income</td>
<td>18100</td>
<td>11125</td>
</tr>
</tbody>
</table>

Less Expenditure:

| Printing            | 18706 | 11298|
| Total Expenditure   | 18706 | 11298|
| Net Surplus/(Deficit) for year | (606) | (173) |

Statement of Financial Position as at 31 March 2017

<table>
<thead>
<tr>
<th>Equity:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>2540</td>
</tr>
<tr>
<td>Net Surplus/(Deficit) for year</td>
<td>(606)</td>
</tr>
<tr>
<td>Closing Balance 31 March 2017</td>
<td>1934</td>
</tr>
</tbody>
</table>

Represented by:

<table>
<thead>
<tr>
<th>Assets:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Account</td>
<td>996</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>2550</td>
</tr>
<tr>
<td></td>
<td>3546</td>
</tr>
</tbody>
</table>

| Less Liabilities:      |       |
| Accounts Payable       | 1612  | -    |
|                         | 1934  | 2540 |
To the Readers of the Financial Report of The Woodpecker Community Trust Inc

I have reviewed the financial statements of The Woodpecker Community Trust Inc for the year ended 31 March 2017 in accordance with the Review Engagements Standards issued by Chartered Accountants Australia and New Zealand.

A review is limited primarily to enquiries of group personnel and analytical review procedures applied to financial data and thus provides less assurance than an audit. I have not performed an audit and, accordingly, I do not express an audit opinion.

Based on my review, nothing has come to my attention that causes me to believe that the accompanying financial statements do not give a true and fair view.

Date: 21 May 2017

Signature: [Signature]

Address: Dale Collis
56 Aitken Street
Ashburton
<table>
<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>$ -</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td></td>
<td>$300</td>
<td>$300.00</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple TV box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethelto run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
</tr>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$7,310.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
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<tr>
<td>November</td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$6,810.00</td>
</tr>
<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td>$456.21</td>
<td>$6,353.79</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380.00</td>
<td>$380.00</td>
<td>$5,973.79</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$5,473.79</td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td>$235.75</td>
<td>$5,238.04</td>
</tr>
<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
<td>$389.00</td>
<td>$4,849.04</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$4,349.04</td>
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<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
<td>$295.00</td>
<td>$4,054.04</td>
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<td>April</td>
<td>North Canterbury Model Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
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<td>$4,850.00</td>
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<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450</td>
<td>$390</td>
<td>$4,460.00</td>
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<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
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<td>$4,410.00</td>
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<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500</td>
<td>$250.00</td>
<td>$4,210.00</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springstone Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$3,710.00</td>
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<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276</td>
<td>$276.00</td>
<td>$3,434.00</td>
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<td>Month</td>
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<td>Description</td>
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<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500.00</td>
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<td></td>
<td>$2,934.00</td>
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<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's day for future promotional purposes and archival records</td>
<td>$75.00</td>
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<td>$75.00</td>
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<td></td>
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<tr>
<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43</td>
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<td>$327.43</td>
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<td>$2,531.57</td>
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<tr>
<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
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<td>$235.75</td>
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<td>$2,295.82</td>
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<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500.00</td>
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<td>$500.00</td>
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<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00</td>
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<td>$100.00</td>
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<td>$1,695.82</td>
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<tr>
<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00</td>
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<td>$250.00</td>
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<td>$1,445.82</td>
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<tr>
<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00</td>
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<td>$200.00</td>
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<td>$1,245.82</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>towards running costs associated with the kaiapoi Art Expo and Schools' Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00</td>
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<td>$300.00</td>
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<td>$4,310.00</td>
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</tbody>
</table>
## 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organisation</th>
<th>Purpose</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00      $250.00    $4,060.00</td>
</tr>
<tr>
<td>July</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00      $250.00    $3,810.00</td>
</tr>
<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00      $250.00    $3,560.00</td>
</tr>
<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00      $-        $3,560.00</td>
</tr>
<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00      $250.00    $3,310.00</td>
</tr>
<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00      $250.00    $3,060.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500.00      $250.00    $2,810.00</td>
</tr>
<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>towards the cost of fencing a learner’s area</td>
<td>$450.00      $450.00    $2,360.00</td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75      $235.75    $2,124.25</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00      $500.00    $1,624.25</td>
</tr>
<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491.00      $491.00    $1,133.25</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00      $500.00    $633.25</td>
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</tbody>
</table>

Total: $3,676.75
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<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
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</thead>
<tbody>
<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,610.00</td>
</tr>
<tr>
<td>August</td>
<td>Woodend Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$700.00</td>
<td>$500.00</td>
<td>$3,110.00</td>
</tr>
<tr>
<td>September</td>
<td>Woodend Before and After School Programme</td>
<td>New sports equipment</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$2,860.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>to purchase name badges for the committee members</td>
<td>$300.00</td>
<td>$300.00</td>
<td>$2,210.00</td>
</tr>
<tr>
<td>February</td>
<td>Sefton Community Newsletter</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$1,860.00</td>
</tr>
<tr>
<td>March</td>
<td>Pegasus Bay School PTA</td>
<td>Towards costs for senior playground</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,360.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards venue hire and music provided for the 2016 kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$860.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>for three volunteers to undertake an introductory course towards their Assistant Coaches Certificate</td>
<td>$498.00</td>
<td>$498.00</td>
<td>$362.00</td>
</tr>
<tr>
<td>June</td>
<td>Woodend Bowling Club Inc.</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$335.80</td>
<td>$335.80</td>
<td>$26.20</td>
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</tbody>
</table>

Woodend-Ashley Community Board 10.138.100.2410

$4,110.00

$6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00 $250.00 $5,870.00</td>
</tr>
<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00 $500.00 $5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00 $375.00 $4,995.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00 $482.00 $4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00 $0.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00 $250.00 $4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00 $0.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa’s Grotto</td>
<td>$379.50 $0.00 -</td>
</tr>
<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>towards new kilts for band members</td>
<td>$500.00 $350.00 $3,913.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00 $0.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00 $350.00 $3,563.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00 $250.00 $3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>to purchase a new pull up banner</td>
<td>$379.00 $379.00 $2,934.00</td>
</tr>
</tbody>
</table>

**Rangiora Community Board**

10.137.100.2410
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Purpose</th>
<th>Amount</th>
<th>$</th>
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</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25</td>
<td>$</td>
<td>$</td>
<td>2,477.75</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td>$</td>
<td>$</td>
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</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>Towards costs associated with relocating to the Millton Memorial Reserve</td>
<td>$500.00</td>
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<td>$</td>
<td>1,977.75</td>
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<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>Towards costs of a Safety and Respect presentation and follow-up barbeque for Rangiora High School and/or Rangiora New Life School secondary students</td>
<td>$500.00</td>
<td>$</td>
<td>$</td>
<td>1,661.49</td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
<td>$</td>
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<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00</td>
<td>$</td>
<td>$</td>
<td>1,411.49</td>
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<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00</td>
<td>$</td>
<td>$</td>
<td>1,111.49</td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td>$</td>
<td>$</td>
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</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
<td>$</td>
<td>$</td>
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<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00</td>
<td>$</td>
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<td>911.49</td>
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<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td>$</td>
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<td>583.74</td>
</tr>
<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00</td>
<td>$</td>
<td>$</td>
<td>183.74</td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$496.80</td>
<td>$</td>
<td>$</td>
<td>5,623.20</td>
</tr>
</tbody>
</table>

Total: $6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Project/Activity</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$ 500.00 $ 500.00 $ 5,123.20</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$ 500.00 $ 500.00 $ 4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$ 500.00 $ 250.00 $ 4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of PastPerfect (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$ 500.00 $ 500.00 $ 3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>for advertising of Kaiapoi's 2016 Waitangi Day celebrations</td>
<td>$ 500.00 $ 500.00 $ 3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the 'Old Fashion Family Picnic'</td>
<td>$ 300.00 $ 350.00 $ 3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$ 500.00 $ 500.00 $ 2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>To purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$ 350.00 $ - $ 2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$ 500.00 $ 500.00 $ 2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$ 500.00 $ 500.00 $ 1,523.20</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children's Team for the community</td>
<td>$ 200.00 $ 200.00 $ 1,323.20</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a bbq to follow</td>
<td>$ 500.00 $ 198.44 $ 1,124.76</td>
</tr>
<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$ 300.00 $ 250.00 $ 3,860.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables for a photo and information panel about the Oxford Historic Jail</td>
<td>$ 250.00 $ 250.00 $ 3,610.00</td>
</tr>
<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$ 350.00 $ 250.00 $ 3,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$ 250.00 $ 250.00 $ 2,860.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the 'Old Fashion Family Picnic' purchase of a banner-stand for use at the View Hill Domain</td>
<td>$ 250.00 $ 250.00 $ 2,610.00</td>
</tr>
<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>Towards two weather shelters for the new courts</td>
<td>$ 345.00 $ 250.00 $ 2,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$ 477.00 $ 250.00 $ 1,860.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$ 500.00 $ 250.00 $ 1,610.00</td>
</tr>
<tr>
<td>Date</td>
<td>Recipient</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Community Trust</td>
<td>For stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03 $250.00 $1,360.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Area School - Senior Netball team</td>
<td>Towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>Towards purchase of window screen blinds for patients rooms</td>
<td>$250.00 $250.00 $1,110.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Little by Little</td>
<td>Towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Netball Club</td>
<td>For the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford O.S.C.A.R.</td>
<td>For First Aid training of staff</td>
<td>$175.00 $175.00 $735.10</td>
</tr>
<tr>
<td>April/May</td>
<td>West Eyreton School</td>
<td>Towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Social Services Waimakariri</td>
<td>Towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Play Centre</td>
<td>Towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>For the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00 $250.00 $235.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens’ participation</td>
<td>$500.00 $250.00 $14.90</td>
</tr>
<tr>
<td>April/May</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
**Information to assist groups with their application**

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

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

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

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

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

---

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

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

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

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

Criteria for application

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

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

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

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

• The group should have strong links with the community of the Woodend-Sefton Ward.

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

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

• Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Woodend-Sefton Community Board.

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

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

What happens now?

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

Community Board Advocate
Woodend-Sefton Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

• Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
• Rangiora Service Centre, 215 High Street, Rangiora.
• Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

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

1.1. The purpose of this report is for the Woodend-Sefton Community Board to sign-off the final version of the Board’s Community Plan.

Attachments:

i. Final version of the Woodend-Sefton Community Board Plan (Trim: 170110001412).

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170531055847.

(b) Approves the final version of the Woodend-Sefton Community Board Plan (Trim: 170110001412) subject to any minor edits discussed and approved by the Board Chairperson.

3. ISSUES AND OPTIONS

3.1. The Community Board Plan is a document that sets out the objectives and goals the Board has for its community area during its term. Revised approximately annually, it also reports on the achievements of the Board as well as providing general information about the discretionary grant and Council facilities.

3.2. The Plan is one tool to connect the Board with its community. As well as being available to take away freely from locations such as public libraries and service centres, it is also available at citizenship ceremonies.

3.3. The Plan was workshopped by staff with the Board at a meeting held 23 January 2017, where Board input was sought. Subsequent input was sought via email after the 8 May 2017 meeting. This final version has been developed from that combined input.

3.4. This final version is now available for approval and/or final Board input. Some photos may still need to be confirmed or sourced as indicated clearly within the document. If further modifications are to be made, then staff request the Board approves the Chairperson to give final sign-off to these elements before publishing.
3.5. The Management Team has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Not sought; but this document will be one tool to encourage communication and exchange of views between community organisations/individuals and the Board.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of producing these Community Board Plans is funded from the Board’s operational budget.

6. CONTEXT

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

6.2. Legislation
Local Government Act 2002 Clause 52

6.3. Community Outcomes
There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our district.

Karyn Ward
Community Board Advocate
Woodend-Sefton Community Board

Community Plan
2017 – 2019
The Woodend-Sefton Community Board was formed in October 2016 with five elected members. Two Kaiapoi-Woodend ward councilors are also appointed to the Board by the Council giving a total of seven members.

What does the Community Board do?

• Work collaboratively with the Council at a local level to achieve community goals.

• The Board works closely with residents and local community groups to understand your priorities and concerns. The Board advocates for your interests through submissions, feedback and discussion with the Council and other decision-making authorities.

The Woodend-Sefton Community Board is not the Council nor is it a committee of the Council. The Board works collaboratively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council, some of which include:

• Taking an overview of the Council’s services and projects affecting the community area, including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, roading and traffic management projects.

• Granting of leases or licenses on reserves

• Advocating to the Council on key issues and priorities for the community area, especially through the Annual and Long Term Plan processes.

• Providing grants to community groups and organisations

• Engaging with residents, groups, other Community Boards and the Council to seek the best outcome for the community area.

How does the Community Board do this?

• Engaging with residents, community organisations and groups in developing local solutions.

• By encouraging community participation in local Board and Council decision making.

• Acting as a link for residents to access Council services.

• Developing positive working relationships with key Council staff and management.

• Actively participating in Council business, including the annual budget and District planning processes to ensure equitable spending across the district while being mindful of rates affordability.

How do you raise a concern or issue?

Please do not hesitate to contact a member of the Community Board for advice and help (see pages 4-5 for contact information).

You are also able to speak at a Board meeting. Please contact the Chairperson or Community Board Advocate at least one week prior to a scheduled meeting. See page 8 for the meeting schedule and how to make contact.

As part of the consultation process there are opportunities for individuals or groups to make submission on projects and plans. These are notified on the Council website under ‘Have a Say’ and the Northern Outlook. There may also be public meetings and/or information sessions that you can attend.
The Woodend-Sefton Community Board area

Insert shows Waimakariri district

<table>
<thead>
<tr>
<th>Ward</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora-Ashley Ward</td>
<td>23,900</td>
</tr>
<tr>
<td>Oxford-Ohoka Ward</td>
<td>11,650</td>
</tr>
<tr>
<td>Kaiapoi-Woodend Ward</td>
<td>23,800</td>
</tr>
<tr>
<td>Woodend-Sefton</td>
<td>7,200</td>
</tr>
<tr>
<td>Kaiapoi-Tuahiwi</td>
<td>13,600</td>
</tr>
</tbody>
</table>

*Population number as at 30 June 2015 Statistics NZ
The Woodend-Sefton Community Board covers the townships of Woodend, Woodend Beach, Pegasus, Waikuku, Waikuku Beach, and Sefton along with surrounding areas.

We are a diverse area, including several towns and communities, rural areas and the coastline. The significant waterways include the Pacific Ocean, Waikuku Estuary, Pegasus Lake, Ashley-Rakahuri River, Tūtaepatu Lagoon and various wetlands. We share the Tūhaitara Coast Park, a real treasure. The Kaiapoi Pa site is part of our history, where Ngāi Tahi’s South Island trading was once centred in the 1700s.

The population as at 30 June 2015 was 7,200, however we have the capacity to be a high growth area which brings both opportunities and challenges. The development of the Ravenswood commercial area will also bring a new dimension to our communities.

### Current projects / issues

**State Highway One at Woodend** – The Board is advocating for more effective traffic calming measures to reduce speed at the southern entrances to the town. The Board will also continue to monitor the increasing traffic flow and advocate to NZTA for the earliest start to the bypass to ensure the safety of both residents and motorists through the town centre.

**Hazard Management** – The Board will continue to support the Council’s response to hazard management and will raise community issues and concerns with the hazard management teams.

**Walking and Cycling Strategy** – The Board advocates for better connectivity and safer pedestrian links between the area’s communities. The Woodend-Rangiora cycleway/walkway construction is expected to commence over summer 2017-18. The Board continues to support and assist the Woodend Community Association in the planning and construction of the cycleway. Exploring options to improve connectivity between communities continues.

**Advocating** for road improvements and intersection safety at the Waikuku Beach Road/State Highway 1 intersection.

**Improving Communications** - Using a variety of means to engage with communities and to keep you informed including a Community Board Facebook page, articles in community newsletters, and being visible and accessible.

**Supporting** the creation of an emergency entry/exit between Glastone Road and Pegasus Main Street.

**Supporting community events** giving residents the opportunity to connect with others.

**Supporting and encouraging local community projects** such as the Taranaki Stream Reserve planting, the Woodend War Memorial project, and Sefton Public Hall repairs.

**Public Transport** - The Board will continue to advocate for improvements to Public Transport, especially supporting a shuttle service between Waikuku/Pegasus/Woodend and Rangiora.

**Recreation**
- **Promote** Tūtaepatu Trail and the Tūhaitara Coastal Park as a destination for recreational activity.
- **Advocate** for the protection of the waterways and their ongoing recreational use.
- **Glastone Park and Development** - The plan has been approved and work has commenced. There will be further consultation on future developments and improvements.
Woodend-Sefton Community Board members

Shona Powell  *(Chair)*

Responsibility and representation on outside organisations:
- Grey Power North Canterbury Association Inc
- Sefton Public Hall Society
- Christchurch International Airport Community Liaison Group

Andrea Allen

Responsibility and representation on outside organisations:
- North Canterbury Neighbourhood Support
- Waimakariri Health Advisory Group

John Archer

Responsibility and representation on outside organisations:
- Sefton Domain Advisory Group
- Woodend Community Association
- CRC – Sefton-Ashley River Rating District Committee

Cr Al Blackie

Responsibility and representation on outside organisations:
- Coastal Rural Drainage Advisory Group
- Christchurch International Airport Community Liaison Group
Woodend-Sefton Community Board members

**Andrew Thompson (Deputy Chair)**

Responsibility and representation on outside organisations:
- Waikuku Beach Residents Group
- Northern Pegasus Bay Bylaw Implementation Group

Mobile: 027 235 7140
Email: andrew.thompson@wmk.govt.nz

**Rhonda Mather**

Responsibility and representation on outside organisations:
- Gladstone Park Advisory Group
- Pegasus Residents Group Inc

Mobile: 027 431 0803
Email: rhonda.mather@wmk.govt.nz

**Cr John Meyer**

Responsibility and representation on outside organisations:
- Canterbury Regional Council – Ashley River Rating Committee
- CRC – Waimakariri Eyre/Cust River Rating Committee
- CRC – Passenger Transport Advisory Group
- Waimakariri Access Group
- Waimakariri Road Safety Co-ordinating Committee

Mobile: 027 362 6741
Email: john.meyer@wmk.govt.nz

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Owen Stalker Park, Woodend
Hello to our communities,

Thank you for picking up your community plan, yes yours, and we hope that you will contribute to it as it is reviewed annually during our term through to October 2019.

The start of our term last year was marked with sadness and shock at the death of Karen Eastwood who had only recently been re-elected for a second term. It was a deep loss to our community and our Board, but we will continue with the work she was so passionate about.

The Community Board is elected by you to represent and advocate for you at a local level. To this end we want you to share with us your feedback, ideas, views and concerns. Our focus is to make sure that the community is at the centre of everything we do, every decision we make and in planning for the future.

Please contact any member of the Board through the contact details shown in this booklet, attend meetings, or catch up with us at events. We also have a Facebook page (@woodendseftoncommunity) which will help you stay informed about what is happening in your community and give you ways to contribute.

Looking to the future I am excited as there are many opportunities for our community. The forecast growth means as a community we have to work towards ensuring that as we grow, the community facilities and infrastructure keep pace.

As Chair, I have the privilege to lead the Community Board and I would like to take this opportunity to thank and acknowledge our board members who bring expertise, energy and dedication to making sure your voices are heard.

Looking forward to hearing from you.

Shona Powell
Chair Woodend-Sefton Community Board
I would like to stand for the Community Board, what do I do?

Elections are held every three years in October. The next triennial election will be held on October 2019. Nominations for elections will open mid-July. To be elected you must be nominated and seconded by a person living in the ward you wish to stand in. The candidates with the highest number of votes are elected to the Board for the three year term. Councillors will be appointed to the Board by Council. Community Board members are paid a small honorarium for their service.

If you would like more information, please contact:
Sarah Nichols, Governance Manager/Deputy Electoral Officer
Phone: 0800 965 468 (0800 WMK GOV)
Email: sarah.nichols@wmk.govt.nz

Achievements 2017

Some of the projects the Board has been involved with since the start of the electoral term include:

- Contributed and approved the upgrade of the new toilet block at Pegasus Beach that includes shower and changing rooms.
- Safety - with a very busy SH1 bisecting our communities, the Board will continue to advocate for improvements of SH1 and the intersections. This will include safer crossings by pedestrians and school children in Woodend, and measures to ensure traffic travels at a safe speed where school children are present. We will continue to advocate for the earliest start to the Woodend Bypass to ensure safety.

THE FUTURE

Ravenswood - With the growth planned in Ravenswood, the Board are advocating for planning to ensure the future needs of the surrounding communities are met, including land acquisition, infrastructure, community facilities, and connectivity.

Growth - Promoting balanced growth that enhances and protects the character of communities, recreational opportunities, livability and employment.

District Development Strategy - Contributing to the Waimakariri District Development Strategy planning for the next 30 years.
**Where and when are meetings held?**

Meetings are usually held on the second Monday of the month at 7pm and anyone is welcome to attend.

Meeting agendas are available on the Council website two working days before a meeting: waimakariri.govt.nz/your-council/meetings/meeting-agendas-and-minutes.

If you would like to speak at the meeting, please contact the Chairperson at least one week prior to a scheduled meeting. You are always welcome to contact members to discuss Council and community related matters.

Alternatively you can contact the Community Board Advocate, by phoning 0800 965 468 or email karyn.ward@wmk.govt.nz

**The next meetings are scheduled for:**

<table>
<thead>
<tr>
<th>Meeting Date (Monday)</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 June</td>
<td>7.00pm</td>
<td>Pegasus Community Centre</td>
</tr>
<tr>
<td>10 July</td>
<td>7.00pm</td>
<td>Woodend Community Centre</td>
</tr>
<tr>
<td>14 August</td>
<td>7.00pm</td>
<td>Pegasus Community Centre</td>
</tr>
<tr>
<td>11 September</td>
<td>7.00pm</td>
<td>Woodend Community Centre</td>
</tr>
<tr>
<td>9 October</td>
<td>7.00pm</td>
<td>Pegasus Community Centre</td>
</tr>
<tr>
<td>13 November</td>
<td>7.00pm</td>
<td>Woodend Community Centre</td>
</tr>
<tr>
<td>11 December 2017</td>
<td>7.00pm</td>
<td>Pegasus Community Centre</td>
</tr>
</tbody>
</table>

Board members often take part in the activities of community organisations within the community area, as per the contact details information on pages 4-5. If you would like to invite a Board member onto your organisation’s Committee, or to a meeting, please contact the Chairperson or Community Board Advocate.
Woodend-Sefton Community Board discretionary grant

Each financial year (July to June) the Woodend-Sefton Community Board is allocated funds to distribute, by application, to community based organisations within their community area. The application process is simple; the criteria and application form is available from the Council’s website: waimakariri.govt.nz/community/funding-and-grants/board-funding

The completed application should be posted to:
Community Board Advocate
Woodend-Sefton Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440
Or emailed to: karyn.ward@wmk.govt.nz
Or dropped in to your local service centre (see back page for details).

Woodend-Sefton Community Board criteria for grant applications

- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- The applicant should have strong links with the community area of Woodend-Sefton.
- The applicants should clearly state the purpose for which the money is to be used.
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation.
- Examples of what is not funded, are available on the application documents. Debt and wages are not funded.
- The applicants should submit a balance sheet which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants should also show other sources from which funding has been applied for or granted from.
- Grants applications will be considered monthly. A maximum of $500 for any one organisation in any one year (July-June) will be considered; but a group may apply up to twice in that year providing it is for different project.

Woodend-Sefton Community Board grants to local community interest groups 2016-2017

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Purpose</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, ‘Christmas on the Lake’.</td>
<td>$400</td>
</tr>
<tr>
<td>Reflections Community Trust</td>
<td>Towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
</tr>
<tr>
<td>Okuku Pony Club</td>
<td>Towards accomodation costs while attending the Springston Trophy event.</td>
<td>$500</td>
</tr>
<tr>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, particularly the provision of music.</td>
<td>$300</td>
</tr>
<tr>
<td>Sefton School PTA</td>
<td>Towards purchase of Audio-Visual equipment.</td>
<td>$500</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$2,090</strong></td>
</tr>
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### Council facilities and contact details

#### Service Centres - waimakiriri.govt.nz

<table>
<thead>
<tr>
<th>Service Centre</th>
<th>Address</th>
<th>Tel</th>
<th>Fax</th>
<th>Email</th>
<th>Opening hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ruataniwha Kaiapoi Civic Centre</td>
<td>176 Williams Street, Kaiapoi</td>
<td>03 375 5009</td>
<td>03 327 8752</td>
<td><a href="mailto:kaiapoi@wmk.govt.nz">kaiapoi@wmk.govt.nz</a></td>
<td>Monday to Wednesday &amp; Friday: 9am to 5pm, Thursday: 9am to 7pm</td>
</tr>
<tr>
<td>Rangiora Service Centre</td>
<td>215 High Street, Rangiora</td>
<td>0800 965 468</td>
<td>03 313 4432</td>
<td><a href="mailto:office@wmk.govt.nz">office@wmk.govt.nz</a></td>
<td>Monday to Friday: 8.30am to 5pm</td>
</tr>
<tr>
<td>Oxford Service Centre</td>
<td>Pavilion, Pearson Park, Oxford</td>
<td>03 311 9005</td>
<td>03 312 4833</td>
<td><a href="mailto:oxford@wmk.govt.nz">oxford@wmk.govt.nz</a></td>
<td>Monday to Friday: 9am to 5pm, Saturday: 10am to 12 noon (Limited services on Saturday)</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
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#### Libraries - libraries.waimakariri.govt.nz/home

<table>
<thead>
<tr>
<th>Library</th>
<th>Address</th>
<th>Tel</th>
<th>Fax</th>
<th>Email</th>
<th>Opening hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaiapoi Library</td>
<td>176 Williams Street, Kaiapoi</td>
<td>03 375 5009</td>
<td>03 327 8752</td>
<td><a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
<td>Monday to Wednesday &amp; Friday: 9am to 5pm, Thursday: 9am to 7pm</td>
</tr>
<tr>
<td>Trevor Inch Memorial Library</td>
<td>141 Percival Street, Rangiora</td>
<td>03 311 8901</td>
<td>03 313 4650</td>
<td><a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
<td>Monday to Thursday: 9am to 5pm, Friday: 9am to 7pm, Saturday: 10am to 2pm, Sunday: 1pm to 4pm</td>
</tr>
<tr>
<td>Oxford Library</td>
<td>Pavilion, Pearson Park, Oxford</td>
<td>03 311 9006</td>
<td>03 312 4833</td>
<td><a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
<td>Monday to Friday: 9am to 5pm, Saturday: 10am to 12 noon</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
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#### Aquatic Centres - waimakariri.govt.nz/aquatic-facility

<table>
<thead>
<tr>
<th>Aquatic Centre</th>
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<th>Tel</th>
<th>Fax</th>
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</thead>
<tbody>
<tr>
<td>Kaiapoi Aquatic Centre</td>
<td>9 Cass Street, Kaiapoi</td>
<td>03 375 5041</td>
<td></td>
</tr>
<tr>
<td>Dudley Park Aquatic Centre</td>
<td>47 Church Street, Rangiora</td>
<td>03 311 8905</td>
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<tr>
<td>Oxford Community Aquatic Centre</td>
<td>9 Burnett Street, Oxford</td>
<td>03 311 8921</td>
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</tr>
<tr>
<td><strong>Opening hours</strong></td>
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#### Transfer Stations

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<th>Transfer Station</th>
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<th>Tel</th>
<th>Resale Store</th>
<th>Opening hours</th>
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</thead>
<tbody>
<tr>
<td>Southbrook Resource Recovery Park</td>
<td>284 Flaxton Road, Rangiora</td>
<td>03 313 5499</td>
<td>03 313 5798</td>
<td>Monday – Sunday: 8.30am to 4pm, Public Holidays: Closed</td>
</tr>
<tr>
<td>Oxford Transfer Station</td>
<td>46 High Street, Oxford</td>
<td></td>
<td></td>
<td>Friday: 12.30pm to 4.30pm, Sunday: 12 noon to 4.30pm, Public Holidays: Closed</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
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</table>

The Council have a number of other facilities and venues which can be found on the websites as provided below:

If you are new to the district you may like to visit our website that provides information on a number of Council services: waimakariri.govt.nz/community/about-the-waimakariri-district/new-to-the-district
FILE NO and TRIM NO: GOV-26-09-06/ 170524052890

REPORT TO: Woodend-Sefton Community Board

DATE OF MEETING: 12 June 2017

FROM: Board members S Powell, A Thompson, R Mather, A Allen and J Archer

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

1. SUMMARY

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

1.2. Members S Powell, A Thompson, R Mather, A Allen and J Archer attended the conference with five members from the Rangiora-Ashley, four from Oxford-Ohoka, and three members from Kaiapoi-Tuahiwi Community Boards. The Community Board Advocate also attended.

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

Attachments:

i. S Powell’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No: 170602056533).

ii. A Thompson’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No: 170607057561).

iii. R Mather’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No: 170601056100).

iv. A Allen’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No: 170607057569).

v. J Archer’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No:170607057559).

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170524052890.

(b) Circulates the attachments to the other Community Boards.
3. **ISSUES AND OPTIONS**

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

3.2. The conference had approximately 200 delegates from across New Zealand. The majority of attendees were Community Board members, however there were also several Mayors, Council staff and sponsors representatives in attendance.

3.3. The conference commenced the evening of Thursday 11 May with Registration and a Welcome function.

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

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

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

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

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

3.9. The final day of the Conference, Saturday 13 May 2017 commenced at 9am with five speakers on the morning schedule:
   - Mick Lester: Update from the NZCBEC Chair.
   - David Hammond, Director, Hammond Robertson Ltd.: *Nothing less than equal*.
   - Donald Riezebos (on behalf of Janie Annear, Member Local Government Commission): *How the Local Government Commission can affect you*.
   - Mayor Don Cameron: Update from the LGNZ President.
3.10. There was another set of concurrent workshops in the afternoon, and two speakers prior to the Conference conclusion:

- John Hobbs, Community Development Advisor, Michelle Hider, Priority Communications Director, & Vincie Billante, Community Relations Manager, Ashburton District Council: *Start with a Smile campaign*.
- Darren Keenan & Rae Tye: *Organisation + Engagement = Great Outcomes*.
- Eyal Halamish: *Responding to Community Feedback*.
- Melanie Coker, Deputy Chair Spreydon-Cashmere Community Board, Ryan Jones, West Harbour Community Board, & Tania Tapsell, Rotorua Lakes Council: *Engaging youth in local government*.
- Nick Williamson, Organiser and mentor Startup Weekend and Global GovJam: *Using civic technology and geo design in community engagement*.
- Dr Mike Reid, Principal Policy Analyst LGNZ, and Lecturer, University of Victoria, School of Government: *Conference wrap up*.

3.11. Personal feedback from the individual members of the Board who attended the conference are attached.

3.12. The Management Team has reviewed this report.

4. **COMMUNITY VIEWS**

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

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The Board has a training/seminar budget of $9,170 for the 2016/17 financial year. With the exception of LGNZ Chair’s training and a webinar on Standing Orders, this has not been utilised for any other training opportunities outside the organisation. At the Board’s 13 March 2017 meeting, it was resolved that five members would attend the Conference at an indicative cost of $1,315 (including GST) each. The actual cost per member to attend the conference was $1,141.85 (including GST).

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
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<tr>
<td>Early bird registration (5)</td>
<td>$3,725.00</td>
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<tr>
<td>Transport in van including fuel</td>
<td>$ 504.24</td>
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<tr>
<td>Accommodation (including breakfast)</td>
<td>$1,305.00</td>
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<tr>
<td>Meals</td>
<td>$ 175.00</td>
</tr>
<tr>
<td><strong>Total for five attendees</strong></td>
<td>$5,709.24</td>
</tr>
<tr>
<td><strong>Total each</strong></td>
<td>$1,141.85</td>
</tr>
</tbody>
</table>

6. **CONTEXT**

6.1. Links to Community Plan

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

Karyn Ward
Community Board Advocate
Report from Shona Powell – Community Board Conference 11-13 May 2017

Thank you to the Council for providing the opportunity to attend the conference and to have such a strong representation from our District.

Summary

Overall, I would rate the interaction with other Community Board members as the most valuable part of the conference. I found out a lot about how different Boards operate, the relationship they have with their council and the staff, what they see their role as, their workload and different ways they engage with their residents. It gave me food for thought talking to other Board Chairs about the role, the challenges they have faced and how they have dealt with them. They each obviously had their own style and some were very focused on meetings whereas other focused more on outcomes.

Having the time and space to talk to other Waimakariri community board members in a social setting was one benefit I hadn’t counted on but it was interesting to find out their impressions of how their board operates and how each of us fits into the District.

The concept of ‘localism’ kept coming through.

Some of the presentations were excellent and have directed me to more resources available e.g oursay.org

Workshops – both very interactive and interesting

Measuring value – is it really all about GDP? - Hillmarè Schulze, Deputy Chief Economist, Business and Economic Research Limited

Robert F Kennedy in 1968 gave a speech in which emphasised the negative values GDP accounted for and the positive ones it ignored – “… the gross national product does not allow for the health of our children, the quality of their education or the joy of their play. It does not include the beauty of our poetry or the strength of our marriages, the intelligence of our public debate or the integrity of our public officials.”

Rather than focus on GDP we also need look at other measures like:

- Happy Planet Index (HPI) – (wellbeing x life expectancy x inequality of incomes) / ecological footprint
- Gini Coefficient – measures equality and shows the difference between highest and lowest earners
- Social Progress Index – can residents do things/have access to things across many indicators e.g. education, health, knowledge, electricity
- Gross National Income per capita - shows wealth of all individuals (adds up all the income of residents and divides it by the number of people)

What do we need to measure? We need to determine what is important to our communities and then use various measures. Some examples might be:

- Good jobs – the % of minimum wage earners, number of job seekers, % commuting for employment
- Well-being – from general social survey measures. Including overall life satisfaction, health, sense of purpose, housing quality, safety, security
- Fairness - % in housing distress, % of earnings outlay in mortgage/rent, income inequality
- Health – major cause of death, look at preventable deaths, ACC claims,
- Education – early childhood education attendance, qualification levels

Engaging citizens in local government masterclass: responding to community feedback: the art of risk communication - Eyal Halamish

Evaluate how risk is perceived: Risk + Hazard + Outrage (public)

Traditionally: Decide → Announce → Defend (DAD)

Move to: Declare → Acknowledge → Vision → Evaluation (DAVE)
Key Concepts from Presentations

**Adequate housing: Sustainable Development and the New Urban Agenda** - David Rutherford - Chief Commissioner, New Zealand Human Rights Commission

Community boards have a critical role in building respect and understanding and in defending the dignity of every individual and community
Community Boards know their communities and they need to advocate for them
Count people, not percentages. Involving the community in co-designing solutions to problems

**From the Student Volunteer Army (SVA) to today** - Sam Johnson – co-founder of SVA and WeVisit

Three things that Sam said stood out for me
- Youth Courts sentence offenders to community services, SVA sees it as a privilege to serve the community
- Social connections are the key
- Doing things with people, not for people

**How to think like an entrepreneur** - Eyal Halamish – CEO of OurSay.org

Frustrations are a good place to come up with an idea to solve that frustration.
The adage of Try → Measure → Learn and keep trying, measuring and learning is the best way to overcome paralysis by analysis.

**LGNZ’s Big Ticket Items** - Malcolm Alexander – CEO, Local Government New Zealand

Strategic focus 2017 -2019
- Leadership and delivery of change on the big issues confronting NZ’s communities
- A focus on delivering best performance and value for communities
- Building greater community engagement and setting a stronger platform for local democracy via a focus on “localism”

**Reflections on Baxter’s Te Whiore o te Kuri: Connecting with communities in the 21st century**
Peter Biggs – Chair Wellington Regional Economic Development Agency

People seeking ways to connect e.g. community gardens, book clubs
A nationally representative on-line survey of 600 New Zealanders – To understand how close kiwis are to their “community” and the role local government could play in enabling “community”.

<table>
<thead>
<tr>
<th>Asked to define what a community is for to them:</th>
<th>Asked what focus local govt should put on this</th>
</tr>
</thead>
<tbody>
<tr>
<td>A place where people help each other out - 53%</td>
<td>Promoting ways for people to get to know each other - 25%</td>
</tr>
<tr>
<td>A neighbourhood with community amenities (e.g. school, library) - 52%</td>
<td>Providing communities with local amenities like schools, libraries and community centres - 64%</td>
</tr>
</tbody>
</table>

Suggestion that local government should play two roles:
1. Promote ways for people to get to know each other in the community; and
2. Providing communities with local amenities
Nothing less than equal - David Hammond - Director of Hammond Robertson Ltd

Thames Coromandel Case Study:
- What can’t be done locally is pushed up to district-wide instead of top-down.
- Start with what’s strong and right with our community and then build on that rather than ask what is wrong.
- Do with community rather than Do to the community.
- Do of/by community rather than Do for community.

Update from LGNZ President - Don Cameron (on behalf of Mayor Lawrence Yule)

Looking at providing specific training to Community Boards.
Localism is the word.
The current level of devolution largely rests with the political appetite of the Mayor and Councillors.

Using civic technology and geo design in community engagement - Nick Williamson

Case Study – Kamo: Condense a 5-month District Planning process down to 5 days. Write the plan with and for the community.
- Instead of making the community come to you go to where the people are.
- Engaged people using Facebook, website, YouTube, Twitter, posters, flyers, mainstream media, door knocking, getting out on the street.
- Used pictures and simple language to make things engaging.
- Asked lots of questions and let the community drive the direction of the conversation.
- It was a two-way discussion with Council and in the process council staff learnt a lot about the community.
- Change your perspective – look at things through the eyes of the community.
- Ask the community to help you solve the problems that are important to them.
- Put the community at the centre of the process.
I wish to thank WDC for supporting me and my colleagues to go to this very worthwhile conference.

I thought the outstanding sessions were:

- Eyal Halamish’s - Thinking like an entrepreneur, and Responding to Community feedback
- Peter Biggs - Connecting with Communities in the 21st Century
- Ashburton DC’s Start with a Smile Campaign
- Nick Williams - Community Engagement

The overriding message for me was that it is important to work to be connected with our local communities, there are tools and techniques to do this, and that to be effective you have to break the established mould (“consultation”) because it doesn’t work.

Andrew Thompson
NZ National Community Board Conference, 11 – 13 May 2017 at Methven

As I write this report, the conference is almost three weeks behind me, yet still the most important things I learned at the conference are clear in my mind. I went to the conference wanting to be able to bring back information that I could put to use in my community. I didn’t just want to sit and listen to speaker after tedious speaker and come away thinking, “Well that was interesting, but what am I going to do with it?” So, how did that go…?

I felt there was lots of identification of issues, problems, potential issues but not much identification of how to go about fixing them or what steps to take. I can tell you about the speaker highlights; not so much who the person was, but what they said. Phrases that grabbed my attention were noted down:

“Growing communities, not customers”; “enabling sharing, not consumption”; “not doing things to people, doing with people”; “grow movements for impact, not empires for ego” (love that one!); “How – don’t over think it” (love that one too!)

“Local government should provide two roles; 1) Promote ways for people to get to know each other in the community. 2) Provide communities with local amenities.”

These were the spoken words that grabbed my attention in the midst of a long and at times tedious array of speaker after speaker. I look back at them now and they still grab my attention, but I had to write those things down. It’s what I didn’t have to write down that is more important to me. The stuff that I was seeking to bring back and use. Funny thing was, I sat there through speaker after speaker thinking how very lucky we of the Waimakariri are. So many other conference goers expressed issues with their Councils; stories of staff not getting on with each other (in one case this involved the Mayor and CE), problems with communication and difficulties with Community Board members dealing with Council staff. How damn lucky are we? Very damn lucky I say!

Time after time I had cause to be thankful for the Council and staff we work with. We have a highly respected Mayor and Chief Executive (and they seem to get on just fine!). As a Board, we receive great cooperation from Council staff and are kept up to date on projects affecting our area. Some would say they are just doing their job, but I say we need to recognise how fortunate we are to work in such a positive and cooperative environment.

The really big thing (for me) that I brought away from the conference was an increased knowledge and understanding of my fellow Board members, Andrea, Shona, John and Andrew and also Karyn, our Community Board Advocate. Having the opportunity to get to know each other a bit better in a mixture of business and leisure was quite invaluable to me. Again, I feel very lucky to have such a great team to work with. I feel we are able to communicate with each other effectively without having to ‘tip-toe’ around the issues. We seem to have the ability to be open and honest without any offence being incurred. While we have similar ideas and areas of importance in many cases, we are still individuals and not afraid to disagree with each other. Long may that last. It is that sense of being part of a cohesive and productive team that meant the most to me as we drove home from the conference. That is what gave me the knowledge that we are a team who will achieve things with and for our community. I’m delighted to be part of that team.

I’ll end with another quote from my notes, written while listening to a speaker drone on about ‘community engagement’: “What am I doing here when I work with a Council who recently won awards for their community engagement (Kaiapoi regeneration)?”

Rhonda Mather
Woodend-Sefton Community Board
1 June 2017

Seen in the window of shop in Methven: “What is your focus? Is it pulling you down, or lifting you up?”
Conference Feedback from Rhonda Mather

Planning
- Well done Karyn for your efforts in getting us all organised and coordinated ready for conference.
- I felt it was very worthwhile to have the Community Board Advocate attending with us. Karyn was very helpful throughout and helped kept us on track.
- More notice regarding travel arrangements would have been helpful, as I only found out what time we were leaving and where from a few days before the conference. This hindered my ability to plan for other appointments and activities on the day of departure.
- It was fabulous to have our own transport to take us to and from events, particularly given the weather conditions. Special thanks to James Ensor for being our driver and looking after us.

Accommodation
- The Methven Resort Hotel inaccurately describes itself as ‘luxury’ accommodation. It was perfectly adequate and staff were helpful. However, there were a number of reports of things not working and people having to be moved to other rooms and in one case moving someone into a room that had had to be vacated by the previous occupant, meaning the new occupant had the same problem (a very noisy neighbour).

Food
- The evening meal at the Methven Hotel on Thursday was mediocre at best.
- Good range of options for breakfast
- Food at welcome event on Thursday night was excellent
- Caterers at conference weren’t prepared for dietary requirements (apart from welcome event)
- Awards dinner food was excellent.

Conference Content
- Too much just sitting and listening to speakers. Needed more workshop type sessions in smaller groups.
- Too much talk about what the problems are and not enough talk about how to go about fixing them.
- Zone meeting was disappointing – Zone leader was unprepared.
- Not much opportunity to find out what issues others had and how they were dealing with them.
- Final speaker went on far too long and had people walking out due to boredom.

Awards Dinner
- It was very disappointing that there was no detail of the awards nominees. I would have expected to see a PowerPoint presentation with some detail of what exactly was being nominated. This could help others with ideas.
- Great food and caterers did a great job.

Overall
Overall I felt the conference was worthwhile attending, if only to realise how lucky we are here in Waimakariri.
Thanks to those who made our attendance possible.

Rhonda Mather
Woodend-Sefton Community Board
1 June 2017
New Zealand Community Boards Conference 2017

Woodend Sefton Community Board Report – Andrea Allen

ACCOMODATION

If it is achievable – to have all Waimakariri Community Boards in the same hotel.

GUEST SPEAKERS

What is a guest speaker? This needs to be visited by the organizing committee. A speaker should provide both information and entertainment. It is not a platform for ego or preaching. Rather to be informative and educative. There were too many speakers through the conference. This could have been culled by half. There were occasions where speakers were unable to attend at the last minute and a substitute read their speech. A copy should have just been emailed or presented for attendees. Unless a speaker can speak without reading word from word, or reading from their power point, they should not even be considered. Just because you are in a leadership role, it certainly doesn’t mean you are a public speaker. The only speakers that gave impact were; Eyal Halamish, Malcolm Alexander and Peter Biggs. The wrap up at the end of the conference was unnecessary.

Localism

Ensuring that our mantra should always be about bringing back the content to base level to our local communities. Ensuring that we keep the engagement real and alive.
ENGAGEMENT

The common theme of the conference was the importance of maintaining grass roots engagement with our communities and to do this effectively. It is a planned process .... Working across .... all platforms ... shaping decisions. In other words, having a plan and sticking to it. Our community need to feel they are being listened to and acknowledged. We as a board acknowledged that we need to create some true goals and targets together with council to work in unison. As the community board role is a part time role, we need to know that we are supported with compassion and understanding and acknowledge that we have to balance our work and personal life as well. This was supported by David Rutherford with his comments on respecting each other and defending each other’s dignity.

COMMUNITY BOARD EXECUTIVE COMMITTEE

This unfortunately was a poorly exercised activity. The majority of us were unaware that an executive committee existed.

Our zones leader was Melanie Coker – Deputy Chair of the Spreydon Cashmere Community Board. To say she was prepared would be a gross understatement. She floundered through her communication at an organized event to discuss matters of interest in our areas. She offered excuses that she was dropped in it ..... The positive that came from it, was it was an opportunity to connect and communicate with other zone members and discuss real concerns and issues. My personal opinion is that these workshops/opportunities should be at least 70% of the conference. This is a missed opportunity when board members are together, not to network. My suggestion would be to have a council community advocate (yes, invite them all) allocated to each zone, to take minutes and compose a report for all members within the zone.

THANK YOU

Sincere thanks to Karyn for organizing the excellent transport and communication. It made for a smooth excursion. Thank you to the Waimakariri Council for providing this opportunity. My suggestion for the next conference is to have representatives from all zones as part of a conference debrief. Also, I am yet to receive the post conference survey link that was promised. Many thanks for the opportunity,

Andrea Allen
New Zealand Community Boards Conference. (Methven 2017)

What did I get out of attending the Conference and was it worthwhile?
The accommodation was satisfactory but it would have been nice to have all been together to
discuss the days proceedings. Thoughts and ideas had were reinforced by the presentations,
made going over them a worthwhile exercise. The presenters in general and their subjects
were interesting, in most instances, quite inspiring from the opening presentation to the
closing summing up.

Things discussed included:-
- The impact on health by stress and poverty and the importance of the home for
  security, mana and health.
- The importance of the home to security, mana and health and the need for respect. The
  importance of peace and of self esteem and how the lack of it can result in violence.
- To begin with small groups which can mushroom as the ideas catch on and the need of
  some sort of catalyst or idea to provide the impetus for action.
- Need to trust others and recognise their abilities, the need for connection and respect
  and to create communities not customers. To grow communities for impact not ego.
- The importance of COMPASSION and "that there can be an isolation brought about by
  independence."
- Celebrate our differences and foster CONNECTEDNESS between all facets of local
government.
- To understand and respect the impacts Community Boards have on their communities
  and not to under value the involvement needed to satisfy the communities expectations.
- The need to build platforms for sustained involvement and to have a thought and follow
  it through.
- To understand the differences of people of different persuasions, such as thinkers,
  designers and doers, have in developing an idea. That ideas and opportunities require
  action to be realised and that many opportunities arise from frustration.
- Just do it and don't over think it.
- The importance of local democracy for empowering communities and the need for
democracy via a focus on LOCALISM and without community engagement there is no
democracy.
- That Cities are only a problem until broken down into Communities and questioned
  whether Kiwis are close to their Communities.
- The importance of Local Government in enabling connection. To focus on support for
  people to get to know one another and to develop local communities to foster
  interaction.
- Learn to turn COMPASSION into Action.
- The importance of the arts to society and the need to support them
- Need for engagement to get outcomes and if engagement was the same as consultation
  and was it a planned process. That actions need to be community driven for effective
  engagement and the importance of local facilities to foster engagement.
- The growing importance of Community Boards for engagement with their communities
  and to keep it local to reduce dependency.
- Meeting people, getting children involved, getting to know your community and its
  needs.
The message seemed to be, to respect the local community and act with compassion. To keep it local to get community engagement and foster community health. The workshop Start with a Smile was really interesting and discussed a very effective and simple method to get people to know one another. Some of the ideas would be well worth exploring. There seems to be a subtle moving away from community involvement in the way we work, play and socialise. The question was how to reverse this trend. Start with a smile, have an idea, follow it through and keep it simple.

The conference was well worth attending.

John Archer (Woodend Sefton Community Board.)
1. SUMMARY

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 May</td>
<td>Presented WSCB submission to Council's 2018/2019 Annual Plan</td>
<td>Thank you to members of the Board for the support while presenting our submission. I felt that the 10 minutes allowed was not sufficient to present the submission and answer questions. I suggested at the All Boards briefing that the time allocated to Community Boards be lengthened as we represent a number of communities and have comprehensive submissions on a wide range of issues.</td>
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<tr>
<td>9 May</td>
<td>Pegasus Residents' Group AGM</td>
<td>Quite a few questions raised from individuals, some of which PRGI will follow up with Council staff, and some which were answered by Council staff present or the Mayor.</td>
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<tr>
<td>11-13 May</td>
<td>Community Board Conference, Methven</td>
<td>Report submitted separately.</td>
</tr>
<tr>
<td>21 May</td>
<td>Sefton Tug-of-War</td>
<td>The WSCB had a stand at this event and was the first time we had undertaken this type of engagement with the community. It would be easier if there was a current consultation or issue to engage with people around. However, it was a good opportunity to raise the profile of the Community Board and what we do, as well as help a few people with issues raised.</td>
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<tr>
<td>22 May</td>
<td>All Boards Briefing</td>
<td>Briefing on the forestry block tree-felling and the State Highway 1 safety project were both of high interest to our area and these are both areas that we will continue to have input into.</td>
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2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No.170607057594.