

Rangiora-Ashley Community Board

Agenda

Wednesday 8 June 2022

7.00pm

*Council Chamber
215 High Street
Rangiora*

Members:

Jim Gerard Q.S.O (Chairperson)
Duncan Lundy (Deputy Chairperson)
Kirstyn Barnett
Robbie Brine
Murray Clarke
Monique Fleming
Jason Goldsworthy
Morris Harris
Sarah Lewis
Joan Ward
Andrew Wells
Paul Williams

AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 8 JUNE 2022 AT 7PM.

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

	<u>BUSINESS</u>	PAGES
1.	<u>APOLOGIES</u>	
2.	<u>CONFLICTS OF INTEREST</u>	
3.	<u>CONFIRMATION OF MINUTES</u>	
3.1.	<u>Minutes of the Rangiora-Ashley Community Board – 11 May 2022</u>	6-10
	<i>RECOMMENDATION</i>	
	THAT the Rangiora-Ashley Community Board:	
	(a) Confirms , as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 11 May 2022.	
3.2.	<u>Matters Arising</u>	
4.	<u>DEPUTATIONS AND PRESENTATIONS</u>	
	Nil.	
5.	<u>ADJOURNED BUSINESS</u>	
	Nil.	
6.	<u>REPORTS</u>	
6.1.	<u>Matariki StoryWalk Northbrook Wetlands – Anna Paterson (Community Connections Coordinator) and Tori Stableford (Landscape Architect)</u>	11-16
	<i>RECOMMENDATION</i>	
	THAT the Rangiora-Ashley Community Board:	
	(a) Receives Report No. TRIM 220527086987	
	(b) Approves the installation of a StoryWalk of ‘The Little Kiwi’s Matariki’ at Northbrook Wetlands, Rangiora.	
	(c) Notes that the costs involved for the proposed StoryWalk at Northbrook Wetlands would be paid for by Waimakariri Libraries and Greenspace budgets.	

- (d) **Notes** that the 'The Little Kiwi's Matariki' StoryWalk would be a temporary installation.

6.2. **Proposed Roothing Capital Works Programme for 2022/23 – Joanne McBride (Roothing and Transport Manager)** 17-27

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 220526086494;
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roothing & Transport Manager at the Board meeting.

6.3. **Change of Road Name in Townsend Fields Subdivision Stage 3 – Scott Morrow (Rates Officer Land Information)** 28-39

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220530091047.
- (b) **Rescinds** its decision of 25 October 2018 to approve Road "6" as Lusk Place marked as on the original plan.
- (c) **Approves** changing the road name type of Lusk Place to Lusk Street as shown on the attached plan.

6.4. **Application to the Rangiora-Ashley Community Board's 2021/22 Discretionary Grant Fund – Kay Rabe (Governance Adviser)** 40-110

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220519080902.
- (b) **Approves** a grant of \$..... to North Loburn School towards the purchase of soil and equipment required for its 'Garden to Table' Programme.

OR

- (c) **Declines** the application from the North Loburn School.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for May 2022** 111

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220530090771.

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 May 2022
- 9.2. Woodend-Sefton Community Board Meeting Minutes 9 May 2022
- 9.3. Kaiapoi-Tuahwi Community Board Meeting Minutes 16 May 2022
- 9.4. Roading Service Requests and Flood Budget – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 9.5. Health Safety and Wellbeing Report May 2022 – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 9.6. May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roding Committee Meeting 17 May 2022 – Circulates to all Boards.
- 9.7. Zone Implementation Programme Addendum Capital Works Programme – 2022/23 – Report to Land and Water Committee Meeting 17 May 2022 – Circulates to all Boards.
- 9.8. Water Supply Utilities and Roding Staff Submission to Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.9. Drainage – Utilities and Roding Department Staff Submission to the Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.10. Wastewater – Utilities and Roding Department Staff Submission to the Draft 2022-23 Annual Plan– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.11. Roding Staff Submission May 2022 - Request changes to the Roding Capital Works Budget– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.12. Notification of Private Plan Change 31 – Rolleston Industrial Developments Ltd– Report to Council 31 May 2022 – Circulates to all Boards.
- 9.13. Library Update to May 6th, 2022 – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Boards.

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.13.

Note:

1. *The links for Matters for Information were circulated separately to members.*

10. MEMBERS' INFORMATION EXCHANGE

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

11. CONSULTATION PROJECTS

- 11.1. Walking and Cycling Network Plan

<https://letstalk.waimakariri.govt.nz/walking-and-cycling-network-plan>

Consultation closes Thursday 30 June 2022.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 31 May 2022: \$9,047.

12.2. General Landscaping Fund

Carryover from 2020/21: \$1,580.

Allocation for 2021/22: \$25,430.

Balance as at 31 May 2022: \$27,010.

13. MEDIA ITEMS

14. QUESTIONS UNDER STANDING ORDERS

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 13 July 2022.

Workshop

- *Members Forum*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 MAY 2022 AT 7.00PM.

PRESENT:

J Gerard (Chairperson), D Lundy (Deputy Chairperson), R Brine, M Clarke, M Fleming, J Goldsworthy, M Harris, S Lewis, J Ward and P Williams.

IN ATTENDANCE

J Millward (Manager Finance and Business Support), K Rabe (Governance Adviser) and E Stubbs (Governance Support Officer).

1. APOLOGIES

Moved: P Williams Seconded: J Ward

Apologies for absence were received and sustained from K Barnett and A Wells.

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 13 April 2022

Moved: J Goldsworthy Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 13 April 2022.

CARRIED

3.2. Matters Arising

Through the Chair in her absence, K Barnett asked if there had been an update on her request for consideration of a bilingual name for the Milton Memorial Reserve and whether mana whenua were involved in the selection of indigenous plants for the development. J Gerard advised that as a memorial reserve the name would not change and also noted that the Council consulted mana whenua on all reserve and park developments.

K Rabe advised that the report on 'A bus stop extension on Ashley Street north of High Street, Rangiora' which was withdrawn at the April 2022 meeting would be included in the Board's Agenda for July 2022.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Application to the Rangiora-Ashley Community Board's 2021/22 Discretionary Grant Fund – Kay Rabe (Governance Adviser)

K Rabe advised she had been in correspondence with the Muscular Dystrophy Association of New Zealand Inc and confirmed that the requested funding would be used for catering at their free group sessions.

Moved: R Brine

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220419059267.
- (b) **Approves** a grant of \$500 to the South Island (Te Waipounamu) Branch of the Muscular Dystrophy Association of New Zealand Inc. towards hosting the monthly support group.
- (c) **Approves** a grant of \$500 to the Okuku Pony Club towards the cost of St Johns ambulance attending the event.
- (d) **Notes** that, should the South Island (Te Waipounamu) Branch of the Muscular Dystrophy Association of New Zealand Inc. require advice related to other funding opportunities and the development of more sustainable funding for their wider endeavours, they could contact staff at the Waimakariri District Council Community Team.

CARRIED

R Brine commented that both applications were for worthwhile projects.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for April 2022

Moved: J Gerard

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220502066880.

CARRIED

9. MATTERS FOR INFORMATION

9.1. Oxford-Ohoka Community Board Meeting Minutes 4 April 2022 (Trim 220411054488)

9.2. Woodend-Sefton Community Board Meeting Minutes 11 April 2022 (Trim 220412055620)

- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 11 April 2022 (Trim 220413056526)
- 9.4. Cam River Enhancement Fund – works update – Report to Land and Water Committee Meeting 22 March 2022 – Circulates to the Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards.
- 9.5. Private well study – results from 2021 – Land and Water Committee Meeting 22 March 2022 – Circulates to all Boards.
- 9.6. Health Safety and Wellbeing Report April 2022 – Report to Council Meeting 5 April 2022 – Circulates to all Boards.
- 9.7. May 2021, December 2021 & February 2022 Flood Events – Service Requests Update – Report to Utilities and Roading Committee Meeting 26 April 2022 – Circulates to all Boards.

PUBLIC EXCLUDED REPORTS

- 9.8. Strategic Property Dealings - Rangiora – Report to Council Meeting 1 April 2022 – Circulates to the Rangiora-Ashley Community Board.
- 9.9. Passenger Transport Year One – Request to Accept Invited Price – Report to Management Team Meeting 21 March 2022 – Circulates to the Rangiora-Ashley Community Board.
- 9.10. Rangiora Site Divestment – Commercial Real Estate Agency Recommendation – Report to Council Meeting 5 April 2022 – Circulates to all Boards.

Moved: D Lundy

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.7.
- (b) **Receives** the public excluded information in Items 9.8 to 9.10, which would remain public excluded and was circulated separately.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

D Lundy

- Attended the Rangiora High School and Rangiora Cenotaph ANZAC Day services, a highlight was both national anthems being performed in sign language. He expressed disappointment regarding the street noise at the Rangiora Cenotaph service and commented the sound system was not fit for purpose.
- Attended Loburn Reserve Committee meeting noting the internal upgrades were ongoing.
- Noted continued issues with the Rangiora town centre lights.
P Williams advised that staff were looking into the problem, however it was not clear what was causing them to keep tripping. The Board requested an information memo regarding the status of the High Street lights.

S Lewis

- Attended Franklin Drive ANZAC Day event.

M Fleming

- Attending an upcoming Keep Rangiora Beautiful event to clear weeds at the Rangiora Hospital and invited other Board members to join her.

J Ward

- Noted that the Council had heard submissions to the 2022/23 draft Annual Plan.
- Attended Rangiora Promotions meeting they were enthusiastically planning events.

R Brine

- Commented Covid was still a massive issue. It was severely impacting the pools and staff were doing their best to manage staff shortages. It was also impacting waste collections.
- Noted that there was an issue with sourcing waste bins for new builds and replacements.
- Staff were looking at installing CCTV at the Sutherlands pit to deter illegal dumping.

P Williams

- Commented on the flushing of the water supply in Rangiora due to chlorine in the water following a disinfection process. The public reaction was an indication of what the backlash would be if chlorine treatment was made mandatory.
- Noted backflow prevention systems were a requirement for businesses under new water regulations. Without them Waimakariri District would not receive a Chlorine exemption.

J Gerard asked about the cost to local businesses to install expensive backflow prevention systems. P Williams advised that for the past nine years the requirement had been mandatory and every business would need to have them installed eventually. If they were installed now, Waimakariri would have a better chance of achieving a Chlorine exemption.

- Noted new speed signs that had been installed following the recent reduction of speed limits had been cut down.
- Advised the botulism situation was better than had been previous years.

M Harris

- Attended a Resident Drainage meeting with staff, it had been a no win situation, however, staff had handed the difficult meeting well.
- Agreed that the sound for the Rangiora ANZAC Service had been poor and suggested solution to improve. Would like to see the road closed for future services.

M Clarke

- Congratulated staff on the Durham Street roadworks which had been carried out with good attention to safety and access.
- Commented on Townsend Fields recreational area consultation.

J Gerard advised he had attended a meeting at Townsend Fields with a resident who was concerned about the installation of the public toilet near his home, who had suggested that those travelling to Christchurch would stop to use it. J Gerard noted that it was the Council's policy that all new parks had a toilet installed and suggested the best response for the Board was to advocate a repositioning away from the corner.

J Goldsworthy

- Reiterated concerns regarding Rangiora ANZAC Day service.
- Noted St Johns Cadets were now meeting again. There was a need for more youth leaders.

R Brine commented on the difficulties around organizing the ANZAC Day Services, which was brought about by the changing of Covid restrictions regarding outside gatherings just prior to the day. The Roding team and NZ Police had done their best with traffic arrangements considering the short lead in time.

11. CONSULTATION PROJECTS

Nil.

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 31 March 2022: \$10,547.

12.2. General Landscaping Fund

Carryover from 2020/21: \$1,580.

Allocation for 2021/22: \$25,430.

Balance as at 31 March 2022: \$27,010.

The Board noted the updated funding balances.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 June 2022.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.25PM.

CONFIRMED

Chairperson

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV – 26 – 11 – 06 / TRIM 220527086987

REPORT TO: RANGIORA – ASHLEY COMMUNITY BOARD

DATE OF MEETING: 08 June 2022

AUTHOR(S): Anna Paterson / Tori Stableford

SUBJECT: Matariki StoryWalk, Northbrook Wetlands

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



 Department Manager



 Chief Executive
1. SUMMARY

- 1.1. The purpose of this report is to request approval for Council staff to implement a Matariki StoryWalk® at Northbrook Wetlands, a collaborative project between Waimakariri Libraries and Greenspace staff.
- 1.2. A StoryWalk is an international initiative involving the placement of panels which show enlarged pages of children's picture books in public spaces. The StoryWalk initiative has gained popularity in recent years due to the Covid pandemic, allowing the community to connect and engage with literacy without having to enter a building.
- 1.3. Councils Libraries and Greenspace staff have prepared a temporary StoryWalk for implementation in the Waimakariri District. The temporary installation would provide an opportunity for staff to monitor the success of the StoryWalk before any permanent or future StoryWalk's are planned. The proposed story for the StoryWalk is 'The Little Kiwi's Matariki', which would be installed to coincide with Matariki celebrations.
- 1.4. Staff have received quotes for the creation, installing and the later removal of the StoryWalk panels, which is approximately \$1500. These costs would be paid for by existing Libraries budgets, and any costs over this by Greenspace budgets.

2. RECOMMENDATION

THAT the Rangiora – Ashley Community Board:

- (a) **Receives** Report No. TRIM 220527086987
- (b) **Approves** the installation of a StoryWalk of 'The Little Kiwi's Matariki' at Northbrook Wetlands, Rangiora.
- (c) **Notes** that the costs involved for the proposed StoryWalk at Northbrook Wetlands would be paid for by Waimakariri Libraries and Greenspace budgets.
- (d) **Notes** that the 'The Little Kiwi's Matariki' StoryWalk would be a temporary installation.

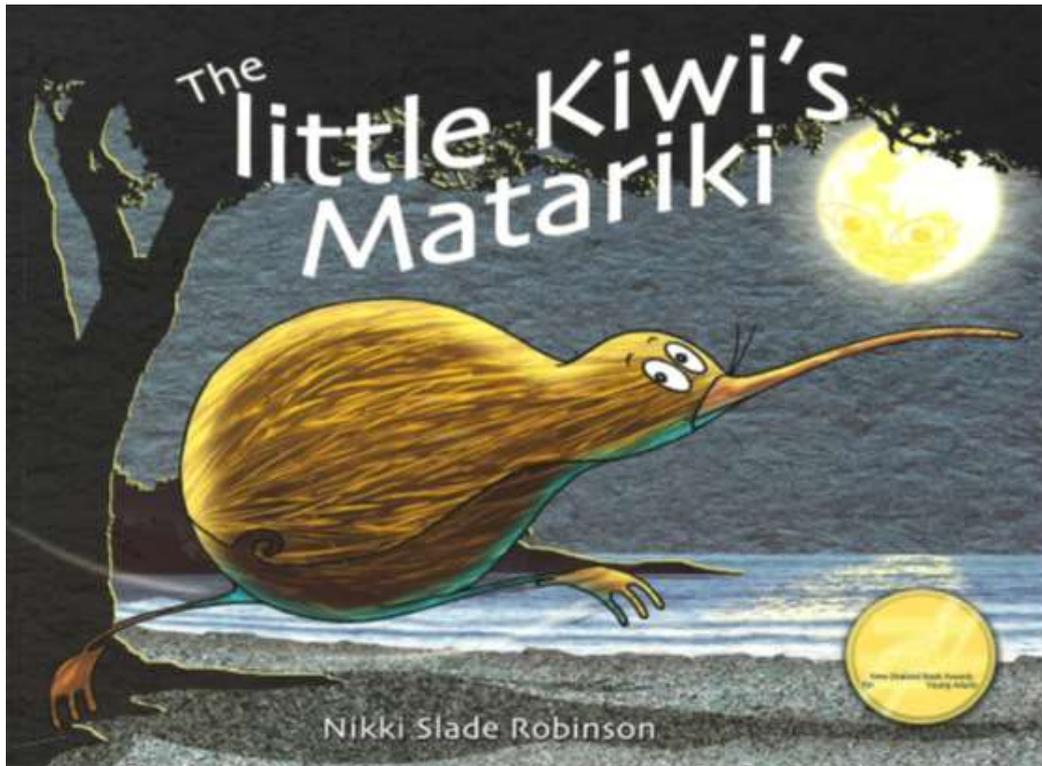
3. BACKGROUND

- 3.1. During the Covid pandemic Libraries staff recognised the need to rethink programme delivery and community engagement in a pandemic environment. Staff investigated ways to connect the community with literacy without people having to physically enter a building. StoryWalk is an international initiative that has gained popularity worldwide in recent years due to covid. Libraries throughout New Zealand have been creating StoryWalk's and have had great success. Examples of StoryWalk's elsewhere in New Zealand include those in the Gore, Hastings, and Napier districts. The Waimakariri Libraries team has been able to learn from these libraries and would like to create a StoryWalk experience for the Waimakariri community.
- 3.2. Councils Greenspace team support the Library staff with this initiative recognising the benefits that a StoryWalk can bring to the districts Greenspaces. The placement of a StoryWalk in a reserve would activate the space, not only encouraging use but also appreciation of the reserves the Waimakariri District has to offer.
- 3.1 The StoryWalk initiative aims to get people out into nature, combining the benefits of physical exercise and reading an uplifting tale to support mental health. The benefits of a StoryWalk include:
- Promotion of literacy and reading as beneficial for social and mental wellbeing for young and old
 - Providing a free activity for anyone, but particularly whanau, to enjoy together
 - Encouraging physical activity and appreciation of our parks and reserves
 - Increasing awareness of the beauty of nature and its many benefits for all ages
 - Activating the parks and reserves in the Waimakariri District.
- 3.3. The Libraries and Greenspace teams have collaborated on a StoryWalk project that would bring stories into the reserves of the Waimakariri District.

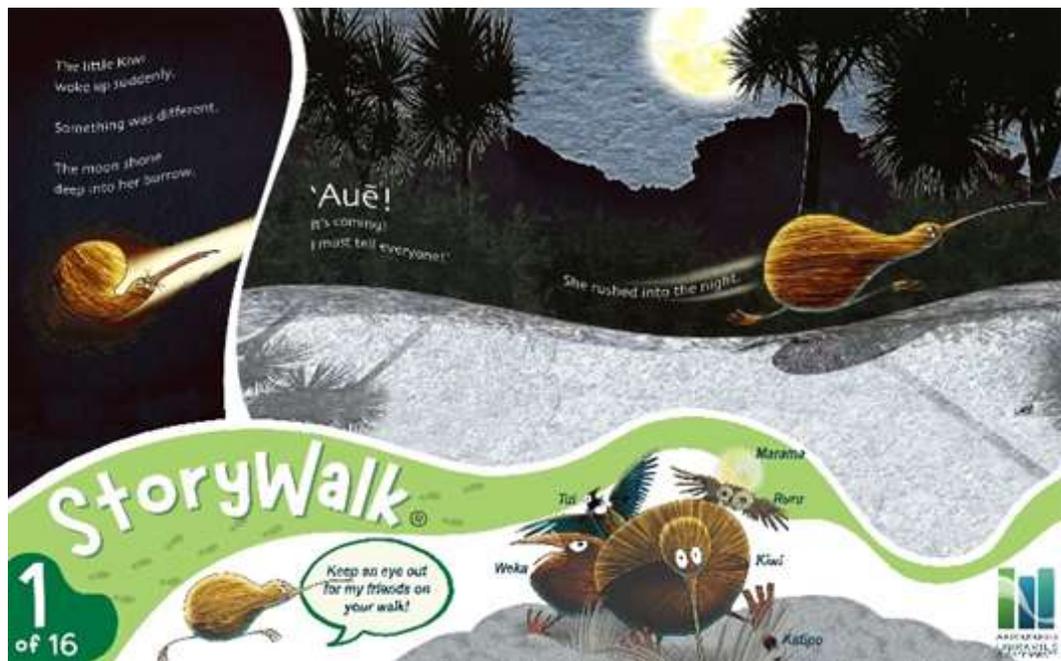
4. ISSUES AND OPTIONS

- 4.1. The typical physical appearance of a StoryWalk involves enlarged panels of an enjoyable children's picture book. The story chosen by the Libraries staff for display in the Waimakariri District is the children's book 'The Little Kiwi's Matariki', written and illustrated by Nikki Slade. Libraries staff have chosen this book for not only its reference to the natural environment but also to celebrate Matariki in the month of June, when staff anticipate installing the StoryWalk. Staff have sought permission from the author and publisher of 'The Little Kiwi's Matariki', which has been granted.

- 4.2. The front cover of the book 'The Little Kiwi's Matariki' is shown below.



- 4.3. The proposed location for the Waimakariri StoryWalk is at Northbrook Wetlands, Rangiora. This location has been chosen because it offers an abundance of wildlife due to the wetlands and native plantings, which is an environment that ties in with the story that would be displayed.
- 4.4. Northbrook waters offers formed pathways which are smooth and wide, making the paths ideal for parents with prams, children on bicycles, and wheelchair users to access and view a StoryWalk. 'The Little Kiwi's Matariki' StoryWalk would include 18 panels spaced along the paths as a return journey. The panels would be situated around the small pond only at Northbrook wetlands, making the journey achievable for younger children.
- 4.5. The physical appearance of the panels would be as large corflute boards that are weather proof. The Libraries team has suggested temporary story boards at this time with the intention of monitoring the popularity of the StoryWalk before considering permanent installations in the future. However, staff note that temporary boards would be retained to provide the option of re-using and re-locating the StoryWalk to other Reserves in the district in the future. Were permanent fixtures to attached panels to installed at Northbrook Wetlands in the future it would enable the community to enjoy a new story every few months and provide opportunities to showcase local authors, amplifying cultural and historical celebrations events happening in the district.
- 4.6. The pages of 'The Little Kiwi's Matariki' story as they appear in the book would be spread over 16 panels, with an additional panel at the beginning and end for information. At the bottom of each page staff have suggested including additional information about Northbrook Wetlands and Waimakariri libraries. Northbrook wetlands is a historic site of early European industry with remnants of flax mills, a brewery, fellmongery and a tannery, about which information can also be incorporated into the story boards. A draft panel has been drafted by Greenspace staff is shown below.



4.7. Libraries staff will also endeavour to create activity packs to tie into the StoryWalk that would be available to collect from library branches. The purpose of this is to provide additional engagement with the story, while also providing libraries staff with feedback on how participants have enjoyed and interacted with the StoryWalk experience.

4.8. Staff have sought quotes for the creation, installation and later removal of the proposed temporary StoryWalk. The estimated cost of the proposed panels and installation (including removal afterwards) is estimated at approximately \$1,500. The majority of these costs would be covered by Library budgets, with any additional costs covered within existing Greenspace budgets.

4.9. **Implications for Community Wellbeing**

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

The StoryWalk combines literacy and recreational activity which is beneficial to our community wellbeing. Tying in with Matariki events creates opportunities for sharing customs and improved understanding supporting better cultural wellbeing across our district.

The Waimakariri Libraries aim to promote reading, literacy, and learning; support a stronger, healthier and more resilient community; promote a culture of exploration and creativity; contribute to the economic wellbeing of individuals and the community, and deliver excellence in public service.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

5.2. Te Ngāi Tūāhuriri hapū may be affected by, or have an interest in the subject matter of this report. Staff will ensure that the Rununga are made aware of this project and have an opportunity to be involved should they wish too.

5.3. **Groups and Organisations**

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

5.4. **Wider Community**

5.5. The wider community is likely to have an interest in the subject matter of this report, people in the wider district often visit and use the wetlands for recreational purposes. It is expected that they will have an interest in the StoryWalk and how it is presented.

5.6. No specific consultation has been undertaken with the wider community to date regarding the StoryWalk based on the understanding that it is a temporary and trial installation. Were staff given approval given for the StoryWalk to go ahead the StoryWalk would be advertised by Libraries staff prior to installation.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

A Quote has been received for the creation of 18 story boards from Horton Signs, \$621.00 (incl GST).

A Quote has been received to install and remove of signs at the end of project from Street Play, \$815.50 (incl GST).

The costs associated with this projects are to be met using an existing libraries budget for Library Advertising (10.495.100.2350). Any unforeseen additional budget requirements will be met using the Greenspace Reserves Enhancement Budget (100663.000.5224).

It is hoped that should this project be a success, staff might develop the story walks project further and bring this to the 2023/24 annual plan for funding consideration.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report have minimal sustainability or climate change impacts. The panels created for the StoryWalk would be retained after removal for later installation. Celebrating nature and encouraging people out in to nature is a great way to promote a positive relationship with our districts reserves.

6.3 **Risk Management**

There are minimal risks arising from the adoption/implementation of the recommendations in this report. There is a risk that the community may not enjoy or visit the StoryWalk, however staff are suggesting this to be a temporary and trial installation for this reason.

6.3 **Health and Safety**

There are health and safety risks arising from the implementation of the recommendations in this report. The implementation of this draft landscape plan will require work to be undertaken within Council reserves (and/or Road Reserve) and in particular holes being dug and the use of tools and machinery. If approved, staff would require any contractors to be Sitewise approved and to submit an appropriate health and safety plan (Site specific Safety Plan - SSSP). This would need to be approved by the project manager prior to construction beginning on site.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- Building Act (in relation to regulations around the development of this site)
- New Zealand Standards 5828.2015: Playground equipment and surfacing

7.3. **Consistency with Community Outcomes**

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

- People have wider ranging opportunities for learning and being informed
- There is a strong sense of community within our District
- Effect is given to the principles of Te Tiriti O Waitangi
- The community's cultures, art and heritage are conserved, developed and celebrated
- There is a wide variety of public places and spaces to meet people's needs.
- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meet the changing needs of our community.

7.4. **Authorising Delegations**

The Rangiora Ashley Community Board have the delegation to approve the recommendations within this report

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: RDG-08-09-01 / 220526086494

REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 June 2022

AUTHOR(S): Joanne McBride – Roothing and Transport Manager

SUBJECT: Proposed Roothing Capital Works Programme for 2022/23

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



Department Manager



Chief Executive

1. SUMMARY

- 1.1 This report is to invite feedback from the Community Board on the proposed 2022/23 Roothing Capital Works Programme and on the indicative three year programme from 2022/23 to 2024/25 as shown in the tables in Attachment i.
- 1.2 The Roothing programmes being considered are the categories where a general allocation is provided for in the Council's Ten Year Plan (LTP), where there is some flexibility and community input is beneficial to achieving the required outcomes.
- 1.3 Renewal programmes are determined following an assessments of condition of assets which have reached the end of life and are due for replacement, or where infrastructure is failing to provide an adequate level of service. While part of the prioritisation process asset life others factors including road hierarchy, high demand areas (e.g. schools or town centre areas) and condition are also considered.
- 1.4 The provision of new footpaths in urban areas and also bus shelter infrastructure have also been through a prioritisation process and the highest use or demand areas are addressed first.
- 1.5 All major improvement projects which are specifically listed in the Long Term Plan (LTP) are not considered within this report, as these are consulted on through the LTP process.
- 1.6 Due to increasing costs and Covid delays some projects from the 2021/22 have been carried over to the 2022/23 year along with remaining budgets.

Attachments:

- i. Draft Roothing Capital Works Programme for 2022-23 and Indicative Three Year Programme (TRIM No. 220527087031)

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 220526086494;
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roothing & Transport Manager at the Board meeting.

3. **BACKGROUND**

- 3.1 The Roding programmes being considered are for those categories where a general allocation only is provided in the Council's Ten Year Plan (LTP). These categories have some flexibility and as such community input is beneficial to achieving the required outcomes.
- 3.2 Major Roding Improvement projects are not included in this report as they are specifically listed in the LTP and consulted on through the LTP.
- 3.3 Categories considered within this programme are:
- Kerb and Channel Renewal
 - Footpath Renewal
 - Minor Improvements
 - New Footpaths
 - Public Transport Infrastructure (New bus shelters & seats)
- 3.4 Other general categories such as road rehabilitation, road resealing, unsealed road re-metalling, signs renewal and street light renewal are not included as these programmes are developed purely on technical grounds and for asset condition reasons. As these decisions are made on a technical basis they are not subject to Board discretion. However, feedback on road condition and street lighting issues are also welcome and will be taken into account when these programmes are being developed.
- 3.5 The process for finalising and approving the 2022/23 Roding capital works programme is to obtain feedback from the Community Boards during June and then report the final programme to the Utilities and Roding Committee in July for approval.
- 3.6 The roading network is managed as a total network across the whole district and as such projects are prioritised district wide. Also as the majority of expenditure on the network is subsidised by Waka Kotahi New Zealand Transport Agency, their requirements must be met to secure co-funding. Asset condition and safety are the key drivers for the programme and the aim is to minimise lifecycle costs.
- 3.7 Projects are identified in terms of the Roding Activity Management Plan and are being done to ensure the levels of service identified in the LTP are met. Asset renewal projects are identified and programmed based on asset condition to ensure that lifecycle costs, and hence the cost to the community, are minimised.
- 3.8 In developing the programmes a range of factors are taken into account. Asset condition is the main driver for renewal projects, however other key factors are community feedback, and the coordination of the work with other programmes (such as water main renewal, drainage improvements and any Utility Provider undergrounding) especially when deciding which year a particular work should be done. As asset deterioration is gradual there is some flexibility to bring forward or delay specific projects where required.
- 3.9 Inputs used to develop the programmes are condition rating and inspections, RAMM reports, reports from the maintenance contractor, crash records, network safety inspections, reviews of maintenance costs, feedback from the public via service requests etc. All identified deficiencies are entered into a database, reviewed and then prioritised to fit within budget levels and to ensure they address a defined level of service issue.
- 3.10 Utility Authorities, the 3 Waters Team and the Greenspaces Teams are consulted to ensure there are no conflicts with their programmes and to identify possible synergies in the programmes.

3.11 **Condition Assessment**

3.12 To better understand the condition of the kerb and channel and footpath assets a condition rating is carried out every three years on these assets. The most recent rating was completed in 2020 to feed into the 2021/31 Rooding Asset Management Plan review and the Long Term Plan. The attached programme has been updated following the condition rating. The next condition rating is due to be completed in the latter half of 2022.

3.13 **Kerb and Channel Replacement**

3.14 Kerb and channel replacement is focussed on the replacement of old style dished channels which are in a poor or very poor condition. This is subject to the kerb and channel warranting replacement and meeting NZTA requirements. In many cases the footpath is replaced at the same time as the kerb and channel, however this only occurs where the footpath condition also warrants the renewal. Some old kerb and flat channels are in poor condition and these will be included in the programme as required.

3.15 The kerb and channel replacement is prioritised district-wide and the condition of the channel must be such that replacing it is the lowest maintenance cost treatment. Waka Kotahi has reasonably strict requirements that have to be met in order for the work to qualify for financial assistance, such that the poor condition of the channel is resulting in damage to the carriageway due to water ingress. Replacement for aesthetic reasons only will not be approved by Waka Kotahi.

3.16 **Footpath Renewals**

3.17 This category is for the resurfacing and reconstruction of footpaths. The programme is determined by the footpath surface condition, and the purpose is to provide safe and comfortable footpaths and to minimise lifecycle costs.

3.18 As mentioned above all footpaths were condition rated in 2020. From this rating the worst condition streets were identified and inspected. From that inspection, and taking into account community feedback and other programmes. Including the previous approved programme, the draft renewal programme has been developed.

3.19 The footpath renewal programme is coordinated with the kerb and channel programme to ensure the end of the footpath life coincides with the end of the kerb and channel life so replacement can be done at the same time. This offers more options to design a comprehensive street upgrade when the renewal takes place. The next condition rating assessment is due to be undertaken in the latter half of 2022.

3.20 **Minor Improvements Programme**

3.21 For the minor improvement programme, safety is the main factor considered. At this time Waka Kotahi have not agreed to co-fund the Minor Safety Programme however through the Annual Plan process Council is consulting on fully funding the shortfall, due to the importance of these safety interventions.

3.22 This programme has some flexibility and opportunities exist to carry out a range of safety related improvement works. The draft programme includes a number of safety issues and concerns that have been raised through various avenues and feedback from the Board is an important input in confirming this programme.

3.23 New Footpath Programme

- 3.24 Included in the 2021-31 Long Term Plan is budget of \$100,000 per year for ten years for new footpaths in the urban areas of Rangiora, Kaiapoi, Woodend and Oxford. Council previously approved a programme which has been updated as part of this report. Included with this report is the new footpath programme for the next four years.
- 3.25 This programme of work is fully funded by Council and does not attract Waka Kotahi co-funding.
- 3.26 There are a number of roads in Rangiora that do not have footpaths. The sites have been assessed and prioritised and the 2022/23 programme includes one street in Rangiora.

3.27 Public Transport Infrastructure

- 3.28 A prioritisation process has been developed for passenger infrastructure which considers existing infrastructure and boarding numbers to help determine a programme of works.
- 3.29 The installation of bus shelter infrastructure will support Council's commitment to improved public transport which has been agreed by the Greater Christchurch partners, and endorsed through the endorsement of the Public Transport Futures Business Case.
- 3.30 As well as bus shelter infrastructure, supporting features such as real time travel information, cycle stands and pedestrian facilities will be considered where appropriate.
- 3.31 There are planned improvements within the Rangiora area for public transport over the next 4 years as outlined in the programme.

4. ISSUES AND OPTIONS

- 4.1. The draft programme is being presented to Community Board members so they can consider issues and provide feedback to the Roading & Transport Manager.
- 4.2. The 2022/23 programme will need to be confirmed in June to enable approval by Utilities & Roading Committee in July and for work to proceed and be completed in the 2022/23 year.
- 4.3. The 2021/22 programme had a number of projects delayed due to the late funding announcement by Waka Kotahi in September 2021 (normally received in July) and also due to the February / March 2022 Covid outbreak and subsequent resourcing issues.
- 4.4. The indicative three year programme for the following three years is more flexible and as it is reviewed annually to allow consideration of programme delays, any emerging issues and to provide an opportunity to make changes to this programme.

Implications for Community Wellbeing

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

The programmes contribute directly to public transport, safety and meeting levels of service, all of which have an impact of the Community.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Safety, Public transport and renewal of infrastructure supports the whole community.

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is likely to benefit from these safety improvements, improved infrastructure and installation of shelters. Improved safety reduces the risk of harm to the public. Renewal of infrastructure results in a good level of service for the community and reduces the risk of failure which could put the Community at risk. Providing shelter at bus stops increases the appeal of catching the bus, and reduces congestion to other road users.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report. Programmes are set to meet budget allocations for each category.

This budget is included in the Long Term Plan. It is also noted that the budgets included in the attached proposed programme exclude inflation and that the Long Term Plan budget figures include inflation.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. Providing good quality assets such as footpaths encourages alternate modes such as walking. Increased Public Transport use has the impact of reducing carbon emissions.

6.3 **Risk Management**

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

There is a risk that the programme may not meet expectations. This is mitigated by ensuring public feedback is taken into consideration when developing the programme.

The programme is also circulated to the Community Boards and feedback is sought.

6.3 **Health and Safety**

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

Any contractors undertaking condition assessment or physical works contracts will be required to be SiteWise registered and meet minimum score requirements appropriate for the risk of the work being undertaken.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. Authorising Legislation

The Land Transport Act is relevant to this matter.

7.3. Consistency with Community Outcomes

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

There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised.

Transport is accessible, convenient, reliable and sustainable

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

7.4. Authorising Delegations

The Rangiora-Ashley Community Board has delegation to receive this report and provide feedback on issues affecting the ward area.

DRAFT Rooding Capital Works Programme for Feedback - 2022/23 and three indicative years

			22/23	23/24	24/25	25/26
Project Name	Side	Town	Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
Kerb and Channel Replacement						
Professional Fees			\$ 75,000	\$ 75,000	\$ 80,000	\$ 80,000
Otaki St (No. 94/98 - Adderley Tce) - Carry Over	East	Kaiapoi	\$ 151,000	-	-	-
Keir St (East Belt - End)	South	Rangiora	\$ 35,000	-	-	-
Geddis St (Elizabeth St - No. 26)	Both	Rangiora	\$ 12,000	-	-	-
Southbrook Rd (Torlesse St - No.44) with traffic signals	East	Rangiora	\$ 37,000	-	-	-
Good St (Tyler St - Lovers Ln)	Both	Rangiora	\$ 170,000	-	-	-
Ohoka Rd (No. 74 To Shops)	North	Kaiapoi	\$ 22,000	-	-	-
Geddis St (No. 26 - White St)	Both	Rangiora	-	\$ 150,000	-	-
Douglas St (No. 9 - end)	East	Rangiora	-	\$ 40,000	-	-
Palmer St (Douglas St - White St)	North	Rangiora	-	\$ 40,000	-	-
White St (Johns Rd - Wiltshire Crt)	East	Rangiora	-	\$ 175,000	-	-
Otaki St (Ohoka Rd - Broom St)	Both	Kaiapoi	-	-	\$ 130,000	-
Edward St, No. 14/15 - Wales St	East	Rangiora	-	-	\$ 130,000	-
Akaroa Street (Ashley Pl / Hodgson Ave - Fuller St)	Both	Kaiapoi	-	-	\$ 115,000	\$ 115,000
Akaroa Street (Hugh St - Ashley Pl / Hodgson Ave)	Both	Kaiapoi	-	-	-	\$ 270,000
To be Allocated			\$ 167,290	\$ 38,290	\$ 63,290	\$ 53,290
Value of Work Programmed			\$ 502,000	\$ 480,000	\$ 455,000	\$ 465,000
Carry Over Budget			\$ 151,000	-	-	-
Approved Annual Budget			\$ 518,290	\$ 518,290	\$ 518,290	\$ 518,290
Total Available Budget			\$ 669,290	\$ 518,290	\$ 518,290	\$ 518,290

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
Footpath Renewal						
Otaki St (No. 94/98 - Adderley Tce) - with kerb and channel - Shovel Ready Carry Over	East	Kaiapoi	\$ 69,000	-	-	-
Chapman PI (Wesley St to No.2) - Shovel Ready Carry Over	East	Kaiapoi	\$ 31,000	-	-	-
Williams St (Courtenay Dr - Vickery St) - Carry Over	East	Kaiapoi	\$ 50,000	-	-	-
Keir St (East Belt - End) - with kerb and channel	South	Rangiora	\$ 24,000	-	-	-
Southbrook Rd (Torlesse St - No. 44) - with kerb and channel & traffic signals	East	Rangiora	\$ 24,000	-	-	-
Good St (Tyler St - Lovers Ln) - with kerb and channel	West	Rangiora	\$ 180,000	-	-	-
Geddis St (Elizabeth St - No. 26) - with kerb and channel	Both	Rangiora	\$ 60,000	-	-	-
Ohoka Rd (No. 74 To Shops) - with kerb and channel	North	Kaiapoi	\$ 18,000	-	-	-
Otaki St (Cressy Ave - No. 129)	West	Kaiapoi	\$ 15,000	-	-	-
Otaki St (Broom St - No. 95)	West	Kaiapoi	\$ 50,000	-	-	-
Blackett St (Church St - King St)	South	Rangiora	\$ 15,000	-	-	-
Eyre PI (Sneyd St - end)	Both	Kaiapoi	\$ 10,000	-	-	-
Church St (Blackett St - High St)	East	Rangiora	\$ 25,000	-	-	-
Princess PI (Williams St - end)	East	Kaiapoi	\$ 45,000	-	-	-
Kinley St (Blackett St - Seddon St)	Both	Rangiora	\$ 90,000	-	-	-
Ranfurly St (Opposite Dale St)	Both	Rangiora	\$ 10,800	-	-	-
Ohoka Overpass Walkway (Risely Reserve)	North	Kaiapoi	\$ 18,000	-	-	-
Torlesse St (Southbrook Rd - Marshall St)	North	Rangiora	\$ 12,000	-	-	-
Johns Rd (Green St - Bush St)	South	Rangiora	\$ 60,000	-	-	-
Geddis St (No. 26 - White St) - with kerb and channel	Both	Rangiora	-	\$ 80,000	-	-
Grove PI (Kingsbury Ave - Rex PI, including walkway)	East	Rangiora	-	\$ 15,000	-	-
Kynnersley St (Snyed St - end)	South	Kaiapoi	-	\$ 15,000	-	-
Douglas St (No. 9 - End) - with kerb and channel	East	Rangiora	-	\$ 30,000	-	-
Palmer St (Douglas St - White St) - with kerb and channel	North	Rangiora	-	\$ 25,000	-	-
White St (Johns Rd - Wiltshire Crt) - with kerb and channel	East	Rangiora	-	\$ 70,000	-	-
Otaki St (Ohoka Rd - Broom St) - with kerb and channel	Both	Kaiapoi	-	\$ 65,000	-	-
Edward St, No. 14/15 - Wales St - with kerb and channel. Short length only	East	Rangiora	-	\$ 10,000	-	-
Fraser PI (No. 2 - end)	Both	Rangiora	-	\$ 30,000	-	-
Wilson Dr (Mill Rd - end)	East	Ohoka	-	\$ 60,000	-	-
Whitefield St (Ohoka Rd - Epworth St)	East	Kaiapoi	-	\$ 80,000	-	-
Kippenberger Ave (East Belt - end)	North	Kaiapoi	-	\$ 100,000	-	-
Akaroa Street (Ashley PI / Hodgson Ave - Fuller St) - with kerb and channel	Both	Kaiapoi	-	-	\$ 90,000	-
Bush St (Waston PI - Charles St)	East	Rangiora	-	-	\$ 18,000	-
Martyn St (Charles St - Luxton PI)	East	Rangiora	-	-	\$ 60,000	-
Thorne PI (Ivory St - end) - with kerb and channel	South	Rangiora	-	-	\$ 25,000	-
Akaroa Street (Hugh St - Ashley PI / Hodgson Ave) - with kerb and channel	Both	Kaiapoi	-	-	-	\$ 115,000
To be Allocated			\$ 63,716	\$ 30,061	\$ 417,061	\$ 495,061
Value of Work Programmed			\$ 806,800	\$ 580,000	\$ 193,000	\$ 115,000
Carry Over Budget from 2021/22			\$ 266,000	-	-	-
Approved Annual Budget			\$ 604,516	\$ 610,061	\$ 610,061	\$ 610,061
Total Available Budget			\$ 870,516	\$ 610,061	\$ 610,061	\$ 610,061

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
Minor Improvement Projects						
Lighting						
Minor Lighting Upgrades			-	\$ 10,000	\$ 10,000	\$ 10,000
Tram Rd / North Eyre Rd Intersection (part Carry over)			\$ 25,000	-	-	-
Easterbrook / Fernside Rd			\$ 15,000	-	-	-
Oxford Lighting Deficiencies			\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
Intersection Improvements						
Mounseys Rd / Woodside Rd / Mountain Rd Seal Back		Oxford	\$ 60,000	-	-	-
Lehmans Rd / Johns Rd Intersection		Rangiora	\$ 50,000	-	-	-
Depot Rd / South Eyre Rd		Oxford	\$ 50,000	-	-	-
Tram Rd / Browns Rd		Cust	-	\$ 20,000	-	-
Cones / Fawcetts		Rangiora	-	\$ 100,000	-	-
Harleston Rd / Broad Rd Intersection		Oxford	-	-	\$ 40,000	-
South Eyre Rd / Browns Rd		Cust	-	-	\$ 20,000	-
Tram Rd / Earlys Rd Splitter Island		Oxford	-	-	\$ 30,000	-
Easterbrook Rd / Fernside Rd		Oxford	-	-	-	\$ 40,000
Budget to be Allocated			-	-	-	-
School Safety Project						
North Kaiapoi School		Kaiapoi	\$ 30,000	-	-	-
Kaiapoi High School		Kaiapoi	\$ 30,000	-	-	-
Other School Projects TBC			-	\$ 50,000	\$ 50,000	\$ 50,000
Speed Treatments						
Cust Safety Improvements - Speed (Carry Over)		Cust	\$ 85,000	-	-	-
Waikuku Beach Threshold Signs		Waikuku	\$ 40,000	-	-	-
Main Street Oxford Signage		Oxford	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Delimitation along SH1 detour routes		Various	\$ 20,000	\$ 20,000	-	-
Speed Signage & Markings		Various	-	\$ 25,000	\$ 25,000	\$ 25,000
South Belt at Park & Ride - Threshold		Rangiora	-	\$ 35,000	-	-
Other Speed Projects TBC			-	\$ 20,000	\$ 75,000	\$ 75,000
Minor Works						
Perhams Ford Improvements - (Partial Carry Over)		Oxford	\$ 120,000	-	-	-
Charles St / Jollie St Power Kiosk Removal		Kaiapoi	\$ 40,000	-	-	-
Speed Indicator Signs		Various	-	\$ 25,000	-	-
Mandville Road Improvements at Village		Mandville	-	\$ 40,000	-	-
Railway Road Improvements (near Railway line)		Rangiora	-	\$ 45,000	-	-
Millton Ave Entrance to Rangiora - Speed Treatment		Rangiora	-	-	\$ 30,000	\$ 30,000
Walking and Cycling Projects						
Rangiora Woodend Path Safety Audit Actions		Rangiora	\$ 50,000	-	-	-
Main St Oxford Pedestrian Crossing - Carry Over		Oxford	\$ 33,000	-	-	-
Tunas Street Footpath		Kaiapoi	\$ 35,000	-	-	-
Ivory Street Pedestrian Refuges		Rangiora	-	\$ 20,000	-	-
West Belt Ped Cutdowns		Rangiora	-	\$ 15,000	-	-
Peraki St / Carew St Ped Cutdowns		Kaiapoi	-	\$ 15,000	-	-
East Belt Footpath (Grey View Pl to Kippenberger)		Rangiora	-	-	\$ 30,000	-
Tactile Indicator Installation		Various	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000
Rangiora Roundabouts Pedestrian Improvements		Rangiora	-	-	\$ 20,000	\$ 20,000
Sneyd / Cosgrove St Ped Cutdowns		Kaiapoi	-	-	\$ 20,000	-
South Belt - Ped Refuge (Btwn Southbrook / King St)		Rangiora	-	-	-	\$ 20,000

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
Roadside Hazard Removal						
Dixons Rd - Bridge 2802 Widening (RP2540)		Loburn	\$ 90,000	-	-	-
Dixons Rd - Bridge Widening (RP1125)		Loburn	-	\$ 100,000	-	-
Upper Sefton - Concrete Headwall (RP9490)		Sefton Rural	-	-	\$ 100,000	-
Other Roadside Hazard Projects TBC			-	-	-	\$ 100,000
Cattle Underpass						
Underpasses to be allocated			-	-	-	-
Budget to be Allocated			\$ 20,000	-	\$ 90,000	\$ 170,000
Value of Work Programmed			\$ 828,000	\$ 595,000	\$ 505,000	\$ 425,000
Carry Over Budget			\$ 273,000	-	-	-
Approved Annual Budget			\$ 575,000	\$ 595,000	\$ 595,000	\$ 595,000
Approved Annual Budget			\$ 848,000	\$ 595,000	\$ 595,000	\$ 595,000

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
New Footpaths						
Totara Drive - east side		Oxford	\$ 25,000	-	-	-
Coronation Street (Buckleys Rd to end) – north side		Rangiora	\$ 25,000	-	-	-
Ballarat Road (existing path to Hassall Street) – east side		Rangiora	\$ 35,000	-	-	-
Edward Street (Wales St to end)		Rangiora	\$ 15,000	-	-	-
Ranfurly Street (Dale St to Cridland St) – east side		Kaiapoi	-	\$ 55,000	-	-
Knight Street (Start to end)		Oxford	-	\$ 45,000	-	-
Redwood Place (Start to end)		Oxford	-	-	\$ 30,000	-
Matai Place (Start to end)		Oxford	-	-	\$ 35,000	-
Woodfield Place (Start to end)		Woodend	-	-	\$ 25,000	-
Chinnerys Road (Reserve east entrance – Woodglen Dr) – west side		Woodend	-	-	-	\$ 70,000
Church Street - Past Anglican Church		Rangiora	-	-	-	\$ 30,000
To be allocated			-	-	\$ 10,000	-
Value of Work Programmed			\$ 100,000	\$ 100,000	\$ 90,000	\$ 100,000
Approved Annual Budget			\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Bus Shelter Programme						
Pegasus Main Street		Pegasus	\$ 30,000	-	-	-
Southbrook Rd (near Denchs Rd)		Rangiora	\$ 20,000	-	-	-
Main North Rd (near Parsonnage Rd)		Woodend	\$ 10,000	-	-	-
Ashley St (Town Centre)		Rangiora	\$ 30,000	-	-	-
Kaiapoi (McDonlds)		Kaiapoi	\$ 30,000	-	-	-
Ashley St (near Duke St)		Rangiora	\$ 5,000	-	-	-
Southbrook Rd (near Coronation St)		Rangiora	-	\$ 20,000	-	-
Williams St (near Cass St)		Kaiapoi	-	\$ 20,000	-	-
Bush St (near Watson Pl)		Rangiora	-	\$ 5,000	-	-
Main North Rd (near Hewitts Rd)		Woodend	-	\$ 5,000	-	-
Island Rd (near Barnard St)		Kaiapoi	-	\$ 20,000	-	-
Williams St (near Davies St)		Kaiapoi	-	\$ 20,000	-	-
Pegasus Blvd (near Waireka St)		Pegasus	-	\$ 20,000	-	-
King St (near Seddon St)		Rangiora	-	-	\$ 20,000	-
Pegasus Blvd (near Whakatipu St)		Pegasus	-	-	\$ 20,000	-
Williams St (near Police Stn)		Kaiapoi	-	-	\$ 20,000	-
Williams St (near Carew St)		Kaiapoi	-	-	\$ 20,000	-
Main North Rd (near School Rd)		Woodend	-	-	\$ 20,000	-
Main North Rd (near Kaiapoi Golf Club)		Kaiapoi	-	-	\$ 20,000	-
To be allocated			-	\$ 15,000	\$ 5,000	\$ 125,000
Value of Work Programmed			\$ 125,000	\$ 110,000	\$ 120,000	-
Approved Annual Budget			\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06/ 220530091047

REPORT TO: Rangiora Ashley Community Board

DATE OF MEETING: 8 June 2022

FROM: Scott Morrow, Rates Officer Land Information

SUBJECT: Change of Road Name in Townsend Fields Subdivision Stage 3

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


Department Manager


Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to consider a road name change as part of the Townsend Fields subdivision in Rangiora.
- 1.2 The land being developed is Lot 411 DP 561026 and is known as 147 Johns Road, Rangiora.

Attachments:

- i. Original Plan of the subdivision showing the road layout (Trim 220530091186).
- ii. Plan of the subdivision showing the new road layout (Trim 220530091176).
- iii. Extract from the Minutes of the Rangiora –Ashley Road and Reserve Naming Committee of 25 October 2018 (Trim Ref: 181108131887).
- iv. Extract from the Minutes of the Rangiora-Ashley Community Board meeting of 10 June 2020 (Trim Ref: 200615071954).
- v. Policy for Naming of Roads in the District (Trim 120712043907).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220530091047.
- (b) **Rescinds** its decision of 25 October 2018 to approve Road “6” as Lusk Place marked as on the original plan.
- (c) **Approves** changing the road name type of Lusk Street as shown on the attached plan.

3. BACKGROUND

- 3.1 At a meeting of the Rangiora-Ashley Road Naming Committee on 25 October 2018 six new road names were approved for the Townsend Fields subdivision Stage 2.
- 3.2 At that time Lusk Place was approved as it suited the type of road shown on the original development plan. A Place is designated in the Road Naming Policy as “a short,

sometimes narrow enclosed roadway”, therefore it was appropriate to give it the road type of Place at that time. However the developers would now like this roadway to continue, crossing Hotere Street continuing on to open into Townsend Road and therefore the designation was changed to reflect that it was a street.

4. **ISSUES AND OPTIONS**

- 4.1. The surveyor Eliot Sinclair has provided us with a new plan showing the new layout of the roads in stage 3 of the Townsend Fields subdivision.
- 4.2. The new road layouts for some of the roads have changed. At the Board’s 10 June 2020 meeting, Hotere Place’s designation was amended to become Hotere Street as it was no longer an enclosed thoroughfare but open ended, as the road now originates from Townsend Road and meets with a road named McCahon Drive.
- 4.3. In a similar request, the developer now wishes to change Lusk Place to Lusk Street to more accurately describe the proposed roadway, which will also open onto both Hotere Street and Townsend Road, therefore no longer meeting the criteria of a “Place”.
- 4.4. **Options Considered**
 - 4.4.1. Approve the road name as proposed.
 - 4.4.2. Replace the road name with any other of the Rangiora-Ashley Community Board’s choice.
- 4.5. The Management Team have reviewed this report and support the recommendations.

1. **COMMUNITY VIEWS**

1.1 **Groups and Organisations**

No views have been sought other than the developer.

1.2 **Wider Community**

No views have been sought.

2. **IMPLICATIONS AND RISKS**

6.1 **Financial Implications**

There are no financial implications to the Council as the developer will be responsible for the road name blades.

6.2 **Community Implications**

Nil.

6.3 **Risk Management**

The Board should consider the impact that the alteration of its previous decision will have on its reputation as a decisive and transparent decision making entity.

6.4 **Health and Safety**

Nil.

3. **CONTEXT**

7.1 Policy

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

7.2 Legislation

Local Government Act 1974 sec 319 (1) (j)

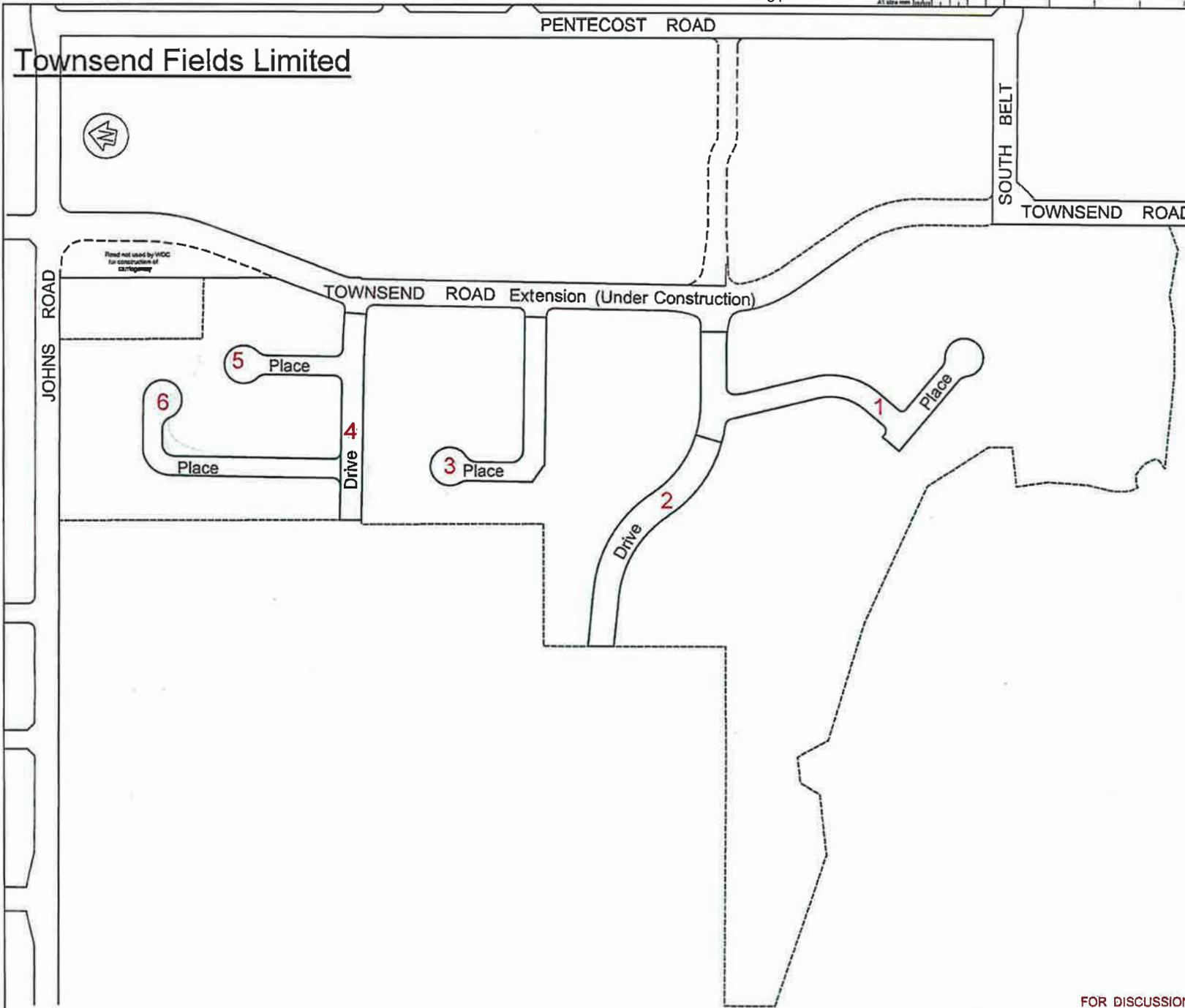
The Council shall have power in respect of roads to: name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

7.3 Community Outcomes

There are wide ranging opportunities for people to contribute to the decision making that effects our District.

7.4 Delegations

The Rangiora-Ashley Community Board has the delegated authority on behalf of the Council to approve the naming of new roads, within their community area.



Notes: 3.

Rev.	Description	Drawn	Date
-	-	-	XX.XX.XX16

Name	Date	Surveyor	Survey Date
Checked: Bob Greening	6.7.2018	-	Month Year
Drawn: Bob Greening	6.7.2018	CH2M Hill	Month Year
Proj. Mgr: John Altmeyer	6.7.2018	CH2M Hill	Month Year

Checked	Date	Original Issues
-	-	-
-	-	-
-	-	-

Approved: S.L. XXXXX
Date: Lyttelton 1037

Client: Townsend Fields Limited

Project Title: Townsend Fields
137 Johns Road & 121 Townsend Road Rangiora

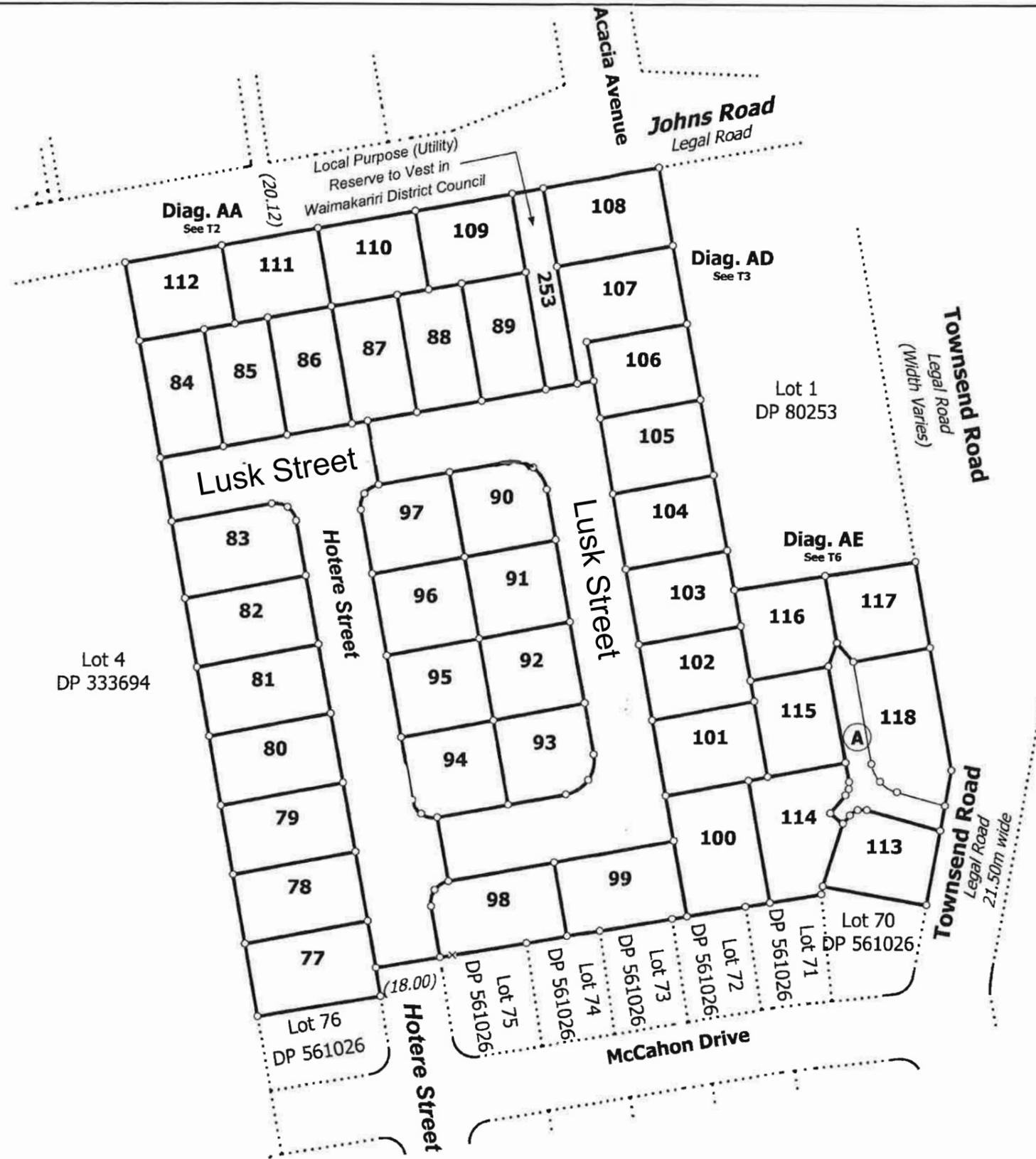
Drawing Title: Proposed New Roads
For Discussion about Road Names

Scale: 1:1500[A1]

Project No.	Site No.	Doc No.	Rev.
333508	M10	1	-

Eliot Sinclair
surveyors | engineers | planners

FOR DISCUSSION



Land District: Canterbury

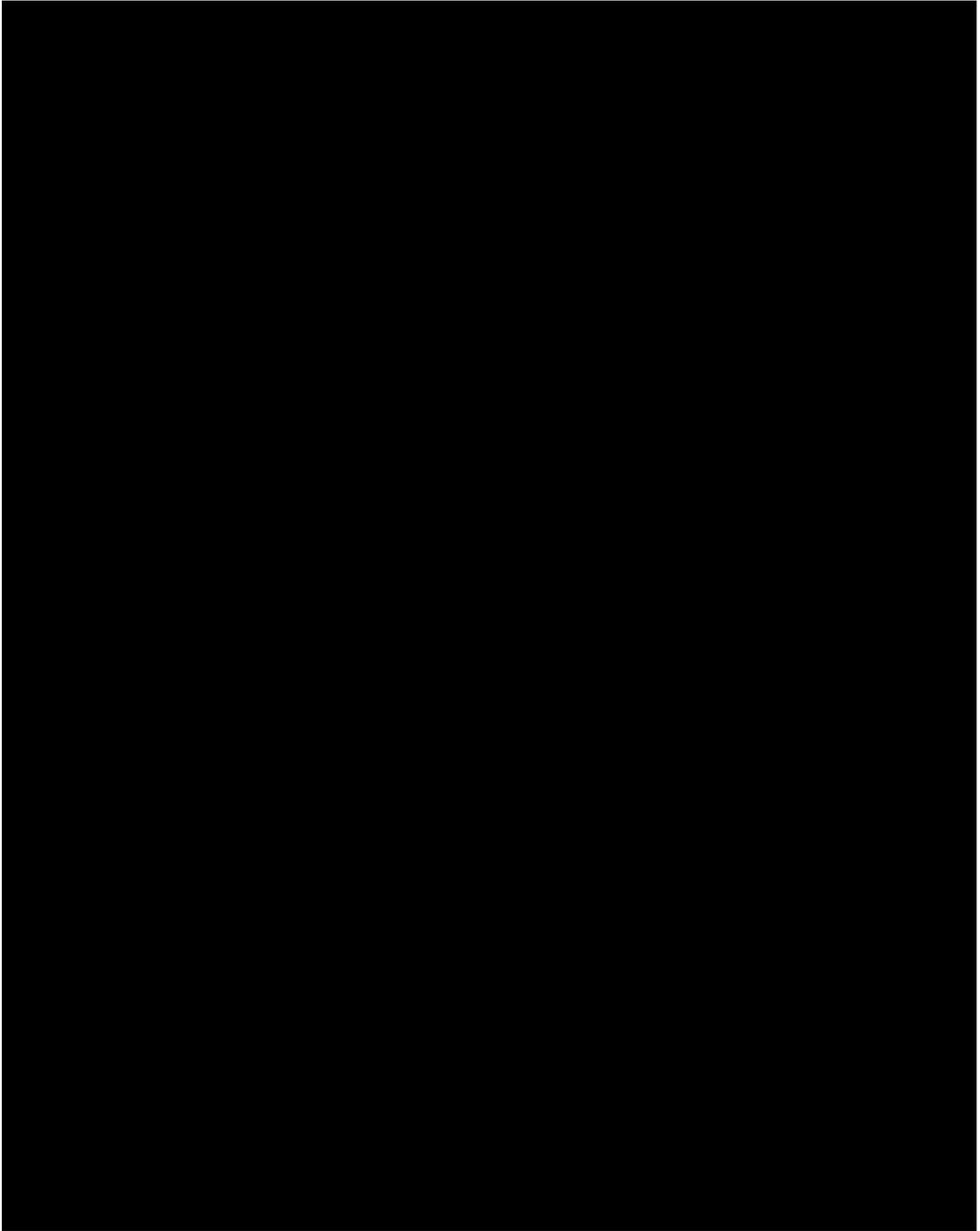
LOTS 77 TO 118, 253, 302 & 303 BEING SUBDIVISION OF LOT 411 DP 561026

Surveyor: Andrew Peter Marr
Firm: Eliot Sinclair & Partners Ltd

Title Plan
LT 575822
DRAFT

Digitally Generated Plan
Generated on: 29/04/2022 2:52pm Page 4 of 10

4.2



4.3 **Road Naming – Townsend Fields Limited – Scott Morrow (Rates Officer Land Information)**

S Morrow spoke to his report.

J Gerard noted that all the proposed names included a first name and that this was a departure from usual practice where only the surname would be used.

S Morrow advised that given that the proposed names were of artists the use of surname only may not be generally recognisable to the community.

J Hoult disagreed and felt that surnames would be recognised. Five were well known Canterbury artists.

J Gerard was concerned that the potential use of first and surnames would require a change and update to the existing approved name list as this was surname only.

S Morrow advised that the decision was for the Committee and that surname only was usually used. There were a few examples across the District of 'full names'.

D Lundy was concerned that it would be difficult to determine when, or if, full names or surnames should be used, should the Committee move in this way.

J Gerard was concerned about setting a precedent and asked about names in the rest of the District.

S Morrow advised that these were usually surname only, but that the developer's preferences were also considered as part of any decision making.

J Gerard was comfortable with the use of surname but not the full name.

D Lundy was concerned about deviating so significantly from the current policy and practice. He also asked for clarification of which road names currently existed if only the proposed surnames were to be considered.

J Hoult asked when a decision was needed and if the report could be laid on the table.

S Morrow advised that the road names were needed by November.

J Hoult wished to review those names with a strong Canterbury connection and felt that Don Binney did not meet this criteria.

She also noted that there may also be a Bennets Road which would preclude consideration of Graham Bennett based on the use of surname. It was also noted that Gibbs Drive is in Woodend and would be a further potential duplicate based on surname only.

Moved J Hoult seconded J Gerard

THAT the Rangiora–Ashley Reserve and Road Naming Committee:

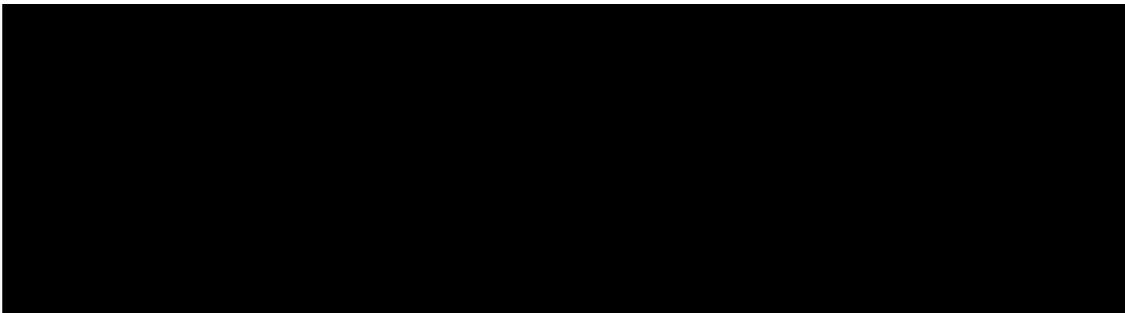
- (a) **Receives** report No 180920108914.
- (b) **Approves** six new road names as shown as Roads 1-6 on the attached plan as:
 - a. Angus
 - b. Goldie
 - c. Hotere Place
 - d. McCahon
 - e. Page
 - f. Lusk

CARRIED

J Hoult was supportive of the developer's desire to use artists' names and the continuation of the use of surname only, rather than full name.

J Gerard was also supportive of both the road names and maintaining current policy.

D Lundy suggested that if full names were to be considered this should be discussed with the Community Board as a whole.



8.3 **Road naming – Townsend Fields Subdivision Stage 2 – S Morrow (Rates Officer Land Information)**

S Morrow briefly introduce the report.

J Gerard asked about the suggestion of 'Crescent' as that was normally for a road that entered and exited off the original road. He asked would the name 'Street' be more suitable and would using 'Crescent' in this situation set a precedent. S Morrow agreed that it did not meet policy.

Moved R Brine

Seconded M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 200528063095
- (b) **Approves** changing the road name type of Hotere Place to Hotere Street as shown on the attached plan.
- (c) **Rescinds** decision of 25 October 2018 to approve Road #5 to be Page Place marked as on the original plan.
- (d) **Approves** Page Place to be used in conjunction with the private Right of Way as shown on the plan.

CARRIED

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

1 Introduction

The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

2 Policy Context

This policy applies where proposed roads and other vehicular accesses are being created either through subdivision development or the formation of existing unformed legal roads and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

3 Policy Objective

This policy specifies Council's requirements for the naming of roads and vehicle accesses throughout the District to provide a consistent and comprehensive approach to naming of roads in the District.

The Waimakariri District Council is responsible for the naming of roads by the *Local Government Act 1974* section 319(j).

4 Policy Statement

- 4.1 The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 4.2 Re-naming of streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 4.3 Where a street is named for the first time or a street name is altered then the District Land Registrar, the Chief Surveyor, NZ Fire Service, Telecom, MainPower, valuation service provider, NZ Police, Civil Defence, and the Canterbury Regional Council shall be informed of the new name or change.
- 4.4 Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 4.5 All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "*Private Road*".
- 4.6 A new street or road shall not be named the same or similar to a street or road already in existence in the District.
- 4.7 Council's 'List of Approved but Unallocated Road Names'

The list of unallocated potential road names for the Waimakariri District is maintained by Customer Services. Names approved for addition to the List of Approved but Unallocated

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.

From time to time a road name may no longer need to be used as two or more roads may be jointed into one road or a road may be permanently closed. In both of these cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.

The list of Approved but Unallocated Road Names will be reviewed by the Community Boards every six years.

4.8 Naming of streets in new subdivisions:

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

4.9 Approval Criteria and Weighting

The following factors shall be taken into account when selecting street, road or private road names in the Waimakariri District:

- (a) The proposed name has local historical, cultural, environmental or geographical significance - e.g. Torlesse, Boys, Ashley, Cam.
- (b) Maori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.
- (c) Significant and well known or previously well known names of farms, properties or run holdings – e.g. Coldstream, Carleton.
- (d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

4.10 Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011.

*Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or town.	√	√	
Arcade	Arc	Covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.		√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide main roadway without many cross-streets	√		
Esplanade	Esp	Level roadway along the seaside, lake, or a river.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides.			√
Mews	Mews	Roadway in a group of houses.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide, flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Type Cont...	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**AS/NZS 4819:2011 Appendix B, Road Types – New Zealand*

5 Links to other policies and community outcomes

This policy should be read in conjunction with:

- 5.1 *Local Government Act 1974 s319(j).*
- 5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.
- 5.3 Community Outcome:

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- *Public organisations make information about their plans and activities readily available*
- *Public organisations make every effort to accommodate the views of people who contribute to consultations*

- 5.4 Waimakariri District Council, District Plan, Chapter 38, Road Names.

6 Adopted by and date

This Policy was approved by the Council's Resource Management and Regulation Committee and subsequently adopted by the Council on 2 April 2013.

7 Review

Review every six years or sooner on request.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 220519080902

REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 June 2022

FROM: Kay Rabe, Governance Adviser

SUBJECT: Application to the Rangiora-Ashley Community Board's 2021/22 Discretionary Grant Fund

SIGNED BY:
(for Reports to Council or Committees)


Department Manager


Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested
North Loburn School	Towards equipment and soil for the Garden to Table programme	\$486
Total:		\$486

Attachments:

- i. Application from the North Loburn School (Trim 220519080794).
- ii. Spreadsheet showing previous two years' grants.
- iii. Board funding criteria 2021/22. (Trim Ref: 210603089776).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 220519080902.
- (b) **Approves** a grant of \$..... to North Loburn School towards the purchase of soil and equipment required for its 'Garden to Table' Programme.

OR

- (c) **Declines** the application from the North Loburn School.

3. BACKGROUND

- 3.1. The **North Loburn School** is seeking funding for soil for its planter boxes and equipment such as glasses and table clothes required for the 'Garden to Table' Programme.
- 3.2. The balance of the Rangiora-Ashley Community Board's Discretionary Grant fund is currently \$9,047.

4. **ISSUES AND OPTIONS**

North Loburn School (the School)

- 4.1. The School runs 'Garden to Table' and 'Paddock to Plate' programmes which teaches students the process of providing food for the table from its inception until it is eaten. This requires students to prepare soil for planting for both programmes. The School is requesting funding to purchase screen soil for their planter boxes, spoonulas, plates, glasses, table cloths and cutlery storage containers. The programme is not funded by the Ministry of Education and if this funding application is therefore not successful the programme will not be able purchase these items as all the School's funding is currently tagged for operational running costs. No other funding raising has taken place due to Covid restrictions.
- 4.2. The programme will enrich all the students learning as well as impacting on their families, all of which are from the Rangiora-Ashley Ward area. These programmes are hands on learning based programme designed to teach children to grow, harvest, prepare and share fresh seasonal produce while having fun in the outside environment. It will also contribute to their fitness and wellbeing. The community will benefit from the fruit and vegetables and are welcome to join in the weekly 'Garden to Table' cooking/garden sessions.
- 4.3. Previous funding granted to the North Loburn School community in the last five years are as follows:

Group	Date	Project	Amount
The School	December 2017	Towards the costs of Year 8 participating in the William Pike Challenge Award	\$500
The School	December 2018	Towards the cost of a Storage Shed	\$500
Board of Trustees	June 2019	Towards signage	\$500
Parents Association	June 2019	Towards the building of a pergola	\$350
Parents Association	June 2020	Towards maintenance costs of swimming pool	\$500
Parents Association	October 2020	Towards compost and equipment for Garden to Table programme	\$494
Total			\$2,844

All Accountability Forms have been received.

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

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

4.13 The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1 Mana whenua

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

5.2 Groups and Organisations

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

5.3 Wider Community

The wider community is not likely to be affected by or interested in the subject matter of this report. However, it should be noted that the programme will enrich all the students learning as well as impacting on their families and the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

The 2021/31 Long Term Plan includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to \$9,870 in the 2021/22 financial year. An amount of \$7,098 was carried forward from the 2020/21 financial year, thereby bringing the Discretionary Grant Fund to \$16,968 for this financial year.

The application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year (July to June), even though a group can apply for different projects twice a year. GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Rangiora-Ashley Community Board's Discretionary Grant Fund 2021/22 is \$9,047.

If this application is accepted the Board will have \$8,561 remaining unspent in their Discretionary Grant Fund. As this is the last meeting in the financial year, the Council may or may not choose to carry-over this funding into the new financial year, commencing 1 July 2022. The Council will consider and confirm funding for the Boards Discretionary Grant on 28 June, for the new financial year. A report will be presented to the Board at its July 2022 meeting confirming the new amount of the Discretionary Grant for the financial year July 2022 to June 2023.

The Board may also choose to consider reviewing all the discretionary grant applicants received during the 2021/22 financial year and allocating an ex-gratia, one off payment of no more than \$500 to previous applicants to utilise some/all of the unallocated funding prior to the end of June 2022. If the Board choose to undertake this option, any decision to do so should be undertaken at this meeting of 8 June.

6.2 Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts as the programme encourages and teaches children to grow and harvest food for their and their families' consumption.

6.3 Risk Management

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

6.4 **Health and Safety**

All health and safety related issues will fall under the auspices of the organisations and groups that applied for grant funding.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2021/2022

Name of Group: North Loburn School (Primary School)

Address: 817 Loburn Whiterock Rd, RD2, Rangiora 7472

Contact Person within Organisation: Jenny McClintock

Position within Organisation: Grants administrator, BOT secretary, Office admin

Contact phone number: 033128852 Email: jenny.mcclintock@northloburn.school.nz

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

I have been asked by our "Garden to Table" specialists for equipment and garden soil for our "Garden to Table" and "Paddock to plate" programme, to support our tamariki with their gardening and cooking environment at North Loburn School.

What is the timeframe of the project/event date? August/September 2022 please

Overall Cost of Project: \$485-75 (GST incl) Amount Requested: \$485-75 (GST inc)

How many people will directly benefit from this project? Community, Pupils and visitors of North Loburn School.

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

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

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

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

Other (please specify): _____

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

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

The GTT programme will not be able to receive these required items. This programme is not funded by the Ministry of Education and we are reliant on our own funds, which are currently tagged for operation of daily school running costs.

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

The screen soil will be used for planting out planter boxes for winter brassicas. The spoonulas will prevent food getting stuck between the handle + blade. Extra plates/glasses for new pupils, wipeable tablecloths for hygiene and the tote containers for cutlery storage trays.

WAIMAKARIRI DISTRICT COUNCIL	RECEIVED: 18 MAY 2022	3	Waimakariri District Council Rangiora-Ashley Community Board Discretionary Grant Application
	To: <u>Thea</u>		

What is the benefit(s) to your organisation?

Our programmes are "hands on", a learning based programme designed to teach children (and their family) to grow, harvest, prepare and share fresh seasonal produce while having fun in the environment.

What are the benefit(s) to the Rangiora-Ashley community or wider district?

Our community and out of zone families, from as far as Rangiora, benefit from our fruits and vegetables also our amazing recipes. They are encouraged to join our programmes to help out and be part of our next little school.

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

If yes, name of parent group: _____

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

N/A.

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

None

Have you applied to the Rangiora-Ashley 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

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: JRMcClintock

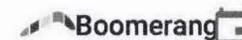
Date: 17-5-2022.

Garden to Table requested items

1.	Screen Soil - 3m3 delivered	\$ 200.00
2.	Heavy duty secateurs	\$ 64.95
3.	8x silicon spoonulas	\$ 48.00
4.	15x Side Plates	\$ 15.00
5.	15x White bowls	\$ 15.00
6.	3x 6 pack tumbler glasses	\$ 36.00
7.	4m gingham wipeable tablecloths	\$ 58.80
8.	6x White tote containers	\$ 48.00
	TOTAL	\$ 485.75



msmaxbennett@gmail.com



Compose

Pause Inbox

Mail

Inbox 446

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Snoozed

Important

Sent

Drafts 6

Categories

BOT

Minutes

Grants

Resolutions

Hero

Library

More

Meet

Begin forwarded message:

From: Rangiora Landscape & Garden Supplies Ltd <rangioralandscape@scorch.co.nz>
Date: 12 April 2022 at 4:58:48 PM NZST
To: msmaxbennett@gmail.com
Subject: FW: quote

\$200 for
3m³ screen
soil.

Hi Max

Price for us to deliver 3m3 of screen soil to North Loburn School would be \$200.00 including gst

Please feel free to email or call if you have any questions

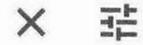
Regards
Joyce Macdonald
RANGIORA LANDSCAPE & GARDEN SUPPLIES LTD

Work Ph: 03-3137337 or 0273137338

Got it, thanks! I like this one. Thank you!



msmaxbennett@gmail.com



Compose

Pause Inbox

Mail

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Categories

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Minutes

Grants

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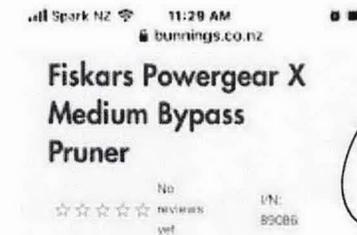
Maxine Bennett

to me

Here are the best heavy duty secateurs I could find. All are east/comfortable for children to use and capable of tree and bush
Thanks so much for your efforts Jenny,
Max

Sent from my iPhone

3 Attachments



\$64-95.

X1

Thanks, I'll check them out. Thank you! Got them, thanks!

Reply Forward



eg. bag

\$7 Standard Shipping* | Free Returns | Price Guarantee | Gift Cards

Briscoes > Kitchen > Preparation > Wiltshire Silicone Spoonula Soft Pop Assorted

40% OFF



Wiltshire Silicone Spoonula Soft Pop Assorted

Now \$5.99

or 5 fortnightly payments of \$1.20

or 4 fortnightly payments of \$1.50

or 6 weekly payments from \$1.00

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This handy tool from Wiltshire is a cross between a spoon and spatula, great for stirring and scraping. 100% food grade silicone. Ideal for using on non-stick cookware.

Assorted - Blue, Green, Pink

- Heat resistant to 220°C
- Dishwasher safe

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Unfortunately when ordering *assorted* products online it is not possible for you to make a colour/design selection, so please allow us to select for you.

If you wish to select your own colours/design, please shop instore.

[Shipping Information](#)

[Read more](#)

(So food can't get stuck between the handle + blade bits)

8 x \$6 = \$48.



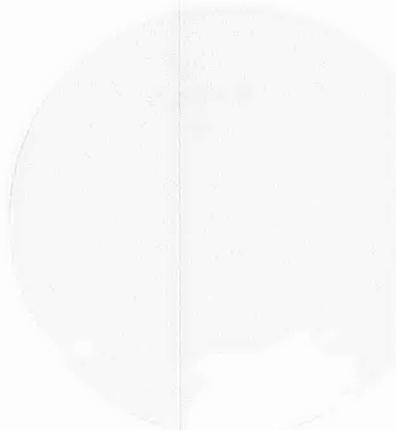
Home / Office Products / Cafe, Cleaning & Safety / Cafeteria Supplies /
Tableware

Living & Co Essentials Side Plate White

\$1.00

x 15 @ \$1

= \$15.



[Be the first to write a review](#)

Product Description

Set the tone for your home with our stylish and affordable dining range.

Serve in style with this porcelain side plate. With a gloss coating and a plain colour finish in white, it's a classic item for every kitchen.

Key Features:

Size: 19cm dia

Pack Size: 1 Piece

Material: porcelain

Item No: 9417648935921

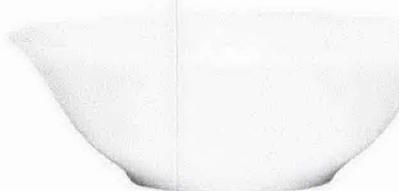
Features & Benefits

Customer Reviews

Home / Office Products / Cafe, Cleaning & Safety / Cafeteria Supplies /
Tableware

Living & Co Essentials Bowl White

\$1.00



15 x \$1
= \$15.

[Be the first to write a review](#)

Product Description

Gather 'round our great value dining range, with options to suit any style.

Serve in style with this porcelain bowl. With a gloss coating and a plain colour finish in white, it's a classic item for every kitchen.

Key Features:

Size: 17cm dia

Pack Size: 1 Piece

Material: porcelain

Item No: 9417648935938

Features & Benefits



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< [Glassware](#)



Living & Co Bistro Short Glass Tumbler 6 Pack

★★★★★ 4.8 (4) Write a review

40+ people viewed this in the last week

Qty: 1

\$12⁰⁰ *x 3 sets*
= \$36.
ADD TO CART



Spend \$50 get \$5 off. Download our app and join MarketClub. Offer ends 17/05/2022*

*T&C's apply.

Delivery and returns

[Details](#)

Click & Collect
Select stores

Standard delivery
Delivers in 2-4 business days

CHECK IN-STORE AVAILABILITY

4 interest free payments of 25% on orders over \$50.00
[Learn more](#)



Product details

Item No: 9401056823611



Chat now!

SPOTLIGHT stores

VIP Club

< [Back to Table Coverings](#)

Ladelle Gingham Tabletone By The Metre Red

★★★★☆ 3.2 (5) Write a review

ladelle



\$14-70/mtr

4 metres required

\$58-80

(for under
steriliser trays
etc at tidy up
time)

 Add to Cart



I'm looking for...

Popular: Specials Clearance Price Drops Dollar Deals

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[Storage Bins & Crates](#)



Living & Co Tote White Medium

★★★★★ 5.0 (2) [Write a review](#)

60+ people viewed this in the last week

Qty: 1

\$8⁰⁰

[ADD TO CART](#)



Spend \$50 get \$5 off. Download our app and join MarketClub. Offer ends 17/05/2022*

* T&C's apply.

Delivery and returns

[Details](#)

Click & Collect

Select stores

Standard delivery

Delivers in 2-4 business days

CHECK IN-STORE AVAILABILITY

4 interest free payments of 25% on orders over \$50.00 [Learn more](#)



x6

\$

8x6 = 48

Product details

Item No: 9401063658411



Chat now!



Hands on

Thiraki North Loburn's Garden to Table,
Paddock to Plate and EnviroSchools Magazine.



Introduction

Kia ora koutou. Welcome to the first edition of our new magazine that we will be putting out at least 2 times a year. We have decided to move away from the previous Garden to Table magazine that we have had in the past and to create this new one that will also allow us to highlight some of the great work being done with Paddock to Plate and as an Enviro School.

We are extremely proud of the great mahi being done in our Kura in all of the areas listed above. We love what these programmes provide in the way of problem solving, collaboration and authentic learning. These programmes allow so many of the core subject skills that we teach in reading, writing and maths to be used and further developed. We also love the focus that they bring in the science area as we know there is a great deal of research at the moment being shown on the decline in science.

The success of the programmes that we run in our kura is down to having dedicated and passionate staff, parents and whānau to help us. We know that we could not do what we do without their help.

Later in this magazine you will see some information that outlines the current sponsors and supporters that we have in place. With the help of these wonderful companies and families we have been able to continue to grow the programmes we are offering. Thank you!

We hope that you enjoy reading about the many different things that are going on here at Tihiraki North Loburn.

Five years of Garden to Table

During the first half of the year we received a voucher from Garden to Table for Palmers Garden Store. This was in recognition of the fact that we have been involved in Garden to Table for over 5 years. This is an amazing effort.

The programme has gone from strength to strength with the amazing specialists that we have had and currently have. From running once a fortnight and for only 3 terms to now running weekly all year, we are able to offer our students so many wonderful opportunities.

Max was delighted to be able to take the voucher and purchase some new pruning tools to help keep our orchard under control.

Thanks Palmers!



Thank you to all of our Sponsors

The success of the Garden to Table programme in its current model is certainly aided by the very generous support of our sponsors past and present. We are very grateful to the following sponsors who have sponsored us in the past and for those that are continuing on with their sponsorship.

A special thanks to those families that have generously financially supported the programme quietly behind the scenes or provided us for resources for Garden to Table or Paddock to Plate. We value your support, your skills and our passion.

Finally, a very special thanks to Alice Mackenzie who has taken on the role of looking after our sponsorship. Alice's experience has been instrumental in us having such an amazing groups of sponsors supporting our school.

If you would like to support or contribute to our programme in any way, or know of a company or individuals that you think would be interested please feel free to contact Alice by email at alicemackenzie@gmail.com

<p>New World Rangiora</p> <p>Robin Brown</p>  <p>NEW WORLD</p>	<p>TV5</p> <p>Mike McCaleb</p> 	<p>Chiseled Fitness</p> <p>Tiziano Deerson</p> 
<p>North Loburn Home & School</p> 	<p>Mainpower NZ</p> <p>1 off Grant</p> 	<p>GSI Insurance</p> <p>Brad Mackenzie</p> 
<p>Loburn Sawmill</p> <p>Jessie Aldridge</p> 	<p>Home Made Co</p> <p>Brad and Alice Mackenzie</p> 	<p>Canterbury Plains Transport</p> <p>Mike Cowans</p> 
<p>Sunergy Solar</p> <p>Andrew Wells</p> 	<p>Peter Walsh and Associates</p> <p>Karen Walsh</p> 	<p>The Butchers Mistress</p> 

Garden to Table values and principles

58

We love the values and principles that are covered within the teaching of our Garden to Table programme. These are shown below and are used to guide the mahi that is done in schools and kura across the country.

Respect for difference and diversity

We are inclusive and respect difference and diversity. We acknowledge schools' diversity of tikanga and cultural protocol in growing, preparing, hosting and sharing food. We promote the sharing and celebration of food to bring people together.

Kaitiakitanga

Garden to Table affirms stewardship and care for nature. Our tamariki learn about the life-sustaining qualities of the natural world and gain respect for nature's intrinsic value. Students learn where their food comes from, the circular nature of the food system, and the interconnectedness of all living things.

Community connectedness

Through teaching tamariki to grow, cook and share kai, we empower school communities to find local solutions that help them to take care of each other, build social enterprises and thrive into the future. Garden to Table facilitates conversation and connection around the table for kids and adults alike.

Empowered, caring and resilient students

During Garden to Table, students learn to do things for themselves. They nurture and work together to grow, harvest, prepare and share great food.

Manaakitanga

Hospitality, generosity and inclusion are key parts of Garden to Table. We grow and share kai while upholding each person's mana, uniqueness and self-esteem.

Ako

Garden to Table means real-world learning that support students' educational achievement. Students have opportunities to apply their skills to solve real problems.

Along with these values and principles we also love the fact that Garden to Table, Paddock to Plate and our Enviroschools programmes all allow us to encourage and develop the use of our own school values.

Alongside this also sits the fact that we are able to develop the key competencies from the New Zealand Curriculum. These competencies are more complex than skills. They draw on knowledge, attitudes and values and are considered the key to learning in every area. These competencies are:

- thinking
- using language, symbols and text
- managing self
- relating to others
- participating and contributing

Check out our introduction video for Garden to Table

One of the goals that we are trying to achieve with our sponsorship is to improve the way we are working with our sponsors and supporters. We are extremely grateful to Alice Mackenzie for the work she has been doing in this area in regards to getting so many new supporters on board. At the same time, as mentioned earlier, we are delighted to have new supporters for our Garden to Table and Paddock to Plate programmes.

One of the way we have looked to give back to our sponsors is by creating a short video with the help of some of our students. We have created a 2 minute introduction to Garden to Table that our sponsors can use to promote the support they are giving us.

You can view this video by going to the following link. <https://youtu.be/qmn7NDMrA88>



A South American Focus

One of the features of our programme is the way that our specialists will look to create a theme for the weekly programme. This kind of focus helps the children learn about food from different areas around the world.

A South American theme was the order of the day for this particular session. I was fortunate to once again be invited along and was given a test on some of the flags of the world. It is fair to say that the children certainly knew them better than I did.

The food that was prepared on the day was a lovely Vegan Uwhi uwhi stew, a raw yam salad and some delicious cheese cornbread. It all made for a lovely lunch that I know the children enjoyed.

The Garden to Table programme is a fantastic vehicle through which we are able to bring in other aspects of learning.



Our Garden to Table Karakia

At every Garden to Table session our kitchen specialist ensures that each class blesses the food before they sit down to eat. This is an important part of all of our sessions. We use a simple karakia which is shown below with the translation

Karakia kai

**Whakapaingia enei kai
Hei oranga mo te tinana**

Bless this food as sustenance for our bodies

Developing resilience and perseverance

Rain, frost or shine, the Garden to Table and Paddock to Plate programmes are run here at school. One of our school values is Perseverance which our children demonstrate so well. With jackets, gloves and gumboots our children are all kitted up ready to pop out into the gardens to do the work that has been set for them.

One of the great things about our specialists is their ability to adapt the programmes on the run. Sometimes the weather is too bad and so alternative options have to be put in place. You can see from the photos below that sometimes an indoor session is just as valuable. In this one the children were making seed pouches out of recycled magazines.

We often talk about the importance of our younger generations growing up and being resilient as they are going to be faced with many challenges. By asking our children to participate in these programmes even when the weather is less than ideal we are certainly encouraging resilience.



Vivian Greene — 'Life isn't about waiting for the storm to pass...It's about learning to dance in the rain.'

Let's check out the menu from Term 2

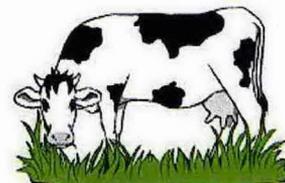
Our gardens have a huge impact on what is able to be added to the menu each week. If there is an abundance of certain foods then we are going to make the most of those. This table shows you what was on offer for 6 of the sessions that were held in Term 2.

<p><u>Kahikatea (Y4-5)</u></p> <ul style="list-style-type: none"> ● Vegetable risotto ● Apple Muffins ● Rhubarb syrup 	<p><u>Mānuka (Y2-3)</u></p> <ul style="list-style-type: none"> ● Vegetable and cheese muffins ● Salad of the imagination ● Apple turnovers 	<p><u>Kauri (Y5-6)</u></p> <ul style="list-style-type: none"> ● 'Impromptu' tomato soup ● Vegetable muffins ● Apple pie bliss balls
<p><u>Rimu (Y0-1)</u></p> <ul style="list-style-type: none"> ● Apple Stacks ● Apple pie bliss balls ● Celery butterflies 	<p><u>Mānuka (Y2-3)</u></p> <ul style="list-style-type: none"> ● Pumpkin soup ● Herby flat breads ● Pumpkin chocolate chip muffins 	<p><u>Kahikatea (y4-5)</u></p> <ul style="list-style-type: none"> ● Yam-a-palooza! ● Corn bread ● Raw yam salad ● Vegan uhwi uhwi / Oca peanut stew with kale

Why Paddock to plate?

Paddock to plate was first introduced to our school a couple of years ago. While it does not fall under the umbrella of Garden to Table we felt that it was a great way to extend the learning of our students in regards to teaching them about where **all** of our food comes from. We wanted them to understand the process that issued to bring meat the the table and the importance of sustainable and 'best' practice farming.

Our older students have the Paddock to Plate sessions at least twice a term where possible. We have been fortunate to have some of our local families helping us out with meat in the past, and in more recent times, the Butcher's Mistress in Rangiora has supported us.



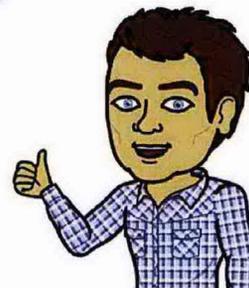
So many people to thank

All ready this year we have had so many wonderful contributions from families within our community. We are always very grateful for the support we receive. We would like to thank the following people:

- Mackintosh family-mountain of manure
- Mindy Rothschild-Stewart-4 compost bins
- Lesley Ottey from Eco Educate-Jerusalem Artichokes
- Minette Tonoli of Meadow Sweet Herbs in Waikuku-various unusual winter lettuce plants
- Jodie Densem and Fiona Ambury-Garlic
- Jude Barwell-strawberry plants
- Alan Britten-Yams and barrels to make planters with

If you ever feel that you would like to help in some way then please do not hesitate to contact Louisa or Max as I am sure they will be more that grateful for any assistance you can give.

THANK YOU



What to do with so many vegetables

Max keeps our gardens humming along wonderfully but as I am sure you will know, she is always at the mercy of the weather. From year to year we have vegetables and fruit that either grow exceptionally well, or have a slow year.

This year our fruit trees had a bumper year meaning that Max spent time talking with the classes about how to store the food over the autumn. What great learning for our children!

In past years we have looked to dehydrate the fruit, preserve it or single cut it up and freeze it. As I know you will appreciate, with the large number of gardens and fruit trees we have in the school, looking after them and ensuring we are able to use what is produced is a real challenge.

To both Louisa and Max, thanks for the great job you do.



Let's use food for learning somewhere else - Masterchef Manuka

This year's school production 'A Glimpse of Giga' allowed some of our classes the opportunity to explore the different regions of New Zealand. Manuka decided to take a trip to Cromwell and staged their very own Masterchef competition. The children all had a great time dressing up as fruit, contestants or judges. Here are some of the photos from that item.



North Loburn Trapping Library

The Enviroleaders at NLS are excited to bring you the North Loburn Trap Library. The library is run by the Enviro leaders of North Loburn School (the students). We are interested in protecting the biodiversity of our area and aim to provide traps to our community in an affordable, humane and practical way. We aim to target and reduce the numbers of possums & mustelids (stoats, ferrets and weasels) at this stage. By trapping pests on local properties our community can have a role in protecting our native plants and animals.



If wish to borrow a trap from our library please make contact with Mrs Webb who will arrange for an Enviro leader to meet with you, show you the range of traps we have and complete the lending paperwork.

Opening Times: By arrangement. Contact Mrs Webb anna.webb@northloburn.school.nz to arrange a time.

Cost: Gold coin donation will be in place for each trap to cover ongoing costs associated with maintaining and replacing the Traps.

Traps Available: Timms traps (a kill trap that target possums), DoC 150 (a kill trap that target mustelids and rats), and live capture traps (possums, cats).



Enviro School - Waste Audit

Each year we have a waste audit at school. This is an important part of being an enviro school. A team of our leaders are tasked with the job of gathering up all of the rubbish for one day and then sifting through it to gather data on what we are doing with our waste. They are also looking at the recycling habits we have.

Toni Watts from the Enviro School Team and Environment Canterbury works with the children. This data that is gathered is important as it helps to inform our next steps. Over the years this team have had some great discussions on what we are doing and what we can do better. Once such example is the data that was gathered a couple of years ago on our recycling of hand towels and the discussion that followed. This led to ideas such as hand driers being suggested.

The photos below show this years team who conducted the audit, some of the waste they found and a screen shot of the kinds of things looked for in the walk throughs. We are always excited when we see just how little waste we are sending to the landfill. This years it was 0.59 of a kg for that audit.



Waste Walk Through Sheet

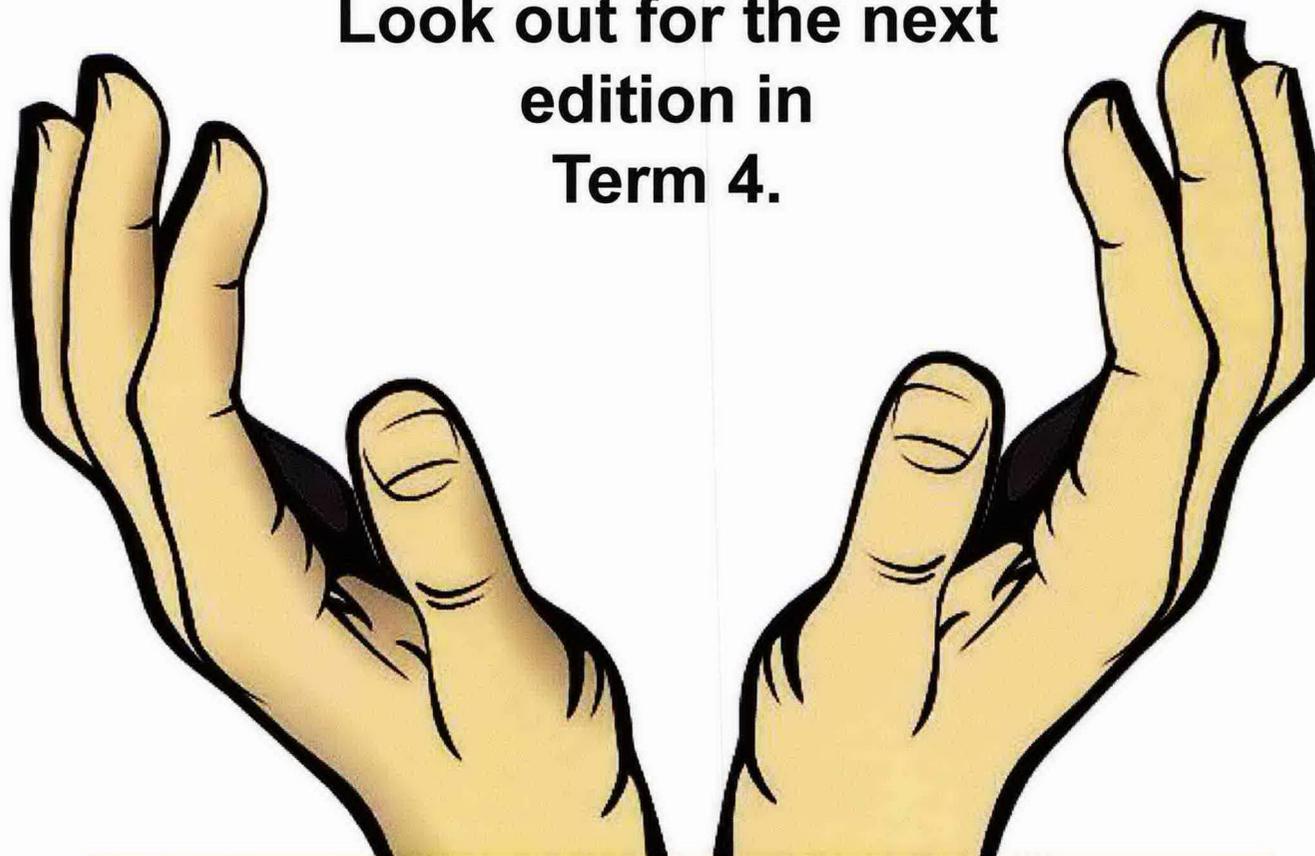
Enviroschools Waste Walk Through Sheet

Date: 19 March 2021	School/Centre: Tihiraki North Loburn
----------------------------	---

List of all rooms at school/centre (Don't forget the staff room and toilets)	Type of bin in the room (please tick those that apply)				Are they well labelled? Are they working well? Take a labelled photo of any good and bad bins!	What questions do you have?	Advice/Ideas/ Possible Actions
	Recycling	Waste	Scrap/GOOS paper	Organic s/Compost			
Rimu	Yes	Yes	Yes	No	Not labelled but know what each bin is. Check each day.	No questions	Lunch Boxes (food scraps) Signs for bins or pictures Talk to Rimu, what goes where Small paper/cardboard bin envelope size for bin
Manuka	Yes	Yes	Yes	Yes	Yes	No questions	
Kahikatea	Yes	Yes	Yes	Don't need	Yes	Do you need a compost bin?	Pictures for bins and envelope pictures.
Kauri	Yes	Yes	Yes	Don't need	Yes	Do you need labels for some of your bins?	Make a sign to show that there is nothing smaller than an envelope in the recycling bin.
Totara	Yes	Yes	Yes	Don't need	Yes	Do you have a g.o.o.s paper bin? Where does your	If you have a g.o.o.s paper bin label it. Or make one.

Thanks for reading
'Hands On'

Look out for the next
edition in
Term 4.



Hands on

Tihiraki North Loburn's Garden to Table,
Paddock to Plate and EnviroSchools Magazine.





Photo by Peter Richmond

Principal Update

Peter Richmond — May 3rd, 2022

Welcome to the first week of term 2. A term that we hope will be more settled and give us all time to get stuck into a sense of normality. We have a few community events coming up, so please read on for more info....

It is great to see parents coming onto the school grounds in the morning and afternoons. Community engagement is all part of building relationships (one of our school strategic goals) and there are plenty of opportunities for this to happen in term 2.

A relationship is a partnership and we all know, at times, these can be tested for a multitude of reasons. Humanity has been tested over the last two years and in the future it will be tested again. We could fail, we can learn, we could fail again, we can learn again. Learning takes a special relationship between home, school and the child. It is not always easy and at times one of the three could fail, but being open to failure is learning.

FAIL = First Attempt At Learning.

In week 3 we have our parent/teacher conferences where teachers will share your child's assessment along with their social and emotional development relating to the Key Competencies. Sometimes these are tough conversations and they can be emotional, but still necessary. We are sharing your child's development, next steps and what can be done to further their progression in the New Zealand Curriculum.

We also have a school working bee that you are all invited to on **Sunday 29th May**. On this day we will have a sausage sizzle and drinks available for our hard-working crew.

The evening of **Wednesday 22nd June** we invite you all to come into school for a Matariki celebration. We hope to have some warm soup and Maori bread as a starter to a BYO meal. Please find the time to come and sit down on the field with a blanket and enjoy some entertainment.

We hope to have an informational evening late in the term to discuss how the school will use our school management system "HERO" moving forward - in regard to your child's school reports and viewing of more information. This tool will eventually become the "one-stop-shop" of transparent information regarding your child's learning and progress at Tihiraki North Loburn.

Nga Mihi, Peter Richmond, Principal 021 2143778

Our newsletter is on our school website:-
www.northloburn.co.nz

Management Monthly Reports

North Loburn School

For the period 1 March 2022 to 31 March 2022


17/5/2022



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8	Detailed Balance Sheet
10	Bank Account Transactions
14	Account Transactions

Detailed Income Statement

North Loburn School For the month ended 31 March 2022

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
Income					
Government Grants					
1000 Operations Grant	18,032	54,096	188,727	134,631	29%
1028 MOE Special Needs Income	3,226	3,991	17,000	13,009	23%
1030 MoE Other Grants	2,000	2,000	-	(2,000)	-
MOE Contribution to Leases	68	205	1,200	995	17%
Relief Teacher Reimbursement	1,413	1,413	-	(1,413)	-
Total Government Grants	24,739	61,705	206,927	145,222	30%
Bus (net)	49	147	703	556	21%
Local Funds Income					
Donations, Grants & Fundraising					
Pupil Donations	1,520	1,760	4,500	2,740	39%
1200 Donations	-	-	2,000	2,000	-
Donations - ICT	338	423	5,000	4,577	8%
1220 Home & School	10,000	10,000	6,000	(4,000)	167%
Total Donations, Grants & Fundraising	11,858	12,183	17,500	5,317	70%
Trading (net)	215	(676)	-	676	-
Activities (net)	(2,134)	(4,880)	17,100	21,980	-29%
School House (net)	1,600	3,455	14,140	10,685	24%
Other Local Funds					
1120 Other Income	261	261	3,000	2,739	9%
1130 Hall Rental	-	-	100	100	-
1225 Advertising	-	-	600	600	-
Total Other Local Funds	261	261	3,700	3,439	7%
Total Local Funds Income	11,800	10,342	52,440	42,098	20%
Other Income					
1400 Interest	22	55	250	195	22%
Total Other Income	22	55	250	195	22%
Total Income	36,610	72,250	260,320	188,070	28%
Expenses					
Local Funds Expenditure					
3395 Grant Expenses	-	-	50	50	-
Total Local Funds Expenditure	-	-	50	50	-
Learning Resources					
Curricular					
3200 Visual Art	-	-	1,000	1,000	-
3230 Curriculum Focus Expenses	75	75	-	(75)	-
3235 Maths	-	466	-	(466)	-

Detailed Income Statement

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
3240 Arts	-	592	-	(592)	-
3245 Science/Social Science/Technology	-	480	-	(480)	-
3320 Reading	-	16	-	(16)	-
3351 Sports Coaching	-	429	1,600	1,171	27%
3371 Totara Teacher Consumables	-	741	-	(741)	-
3350 Sports Equipment	455	455	500	45	91%
3380 Text Books	-	85	250	165	34%
3510 ORRS Expenses	-	17	280	263	6%
Rimu Budget	-	-	2,000	2,000	-
Manuka Budget	-	-	2,000	2,000	-
Totara Budget	19	19	2,000	1,981	1%
Enviro Budget	-	-	500	500	-
Kahikatea Budget	-	-	2,500	2,500	-
Total Curricular	548	3,375	12,630	9,255	27%
ICT					
3520 Laptop Leases	-	-	1,200	1,200	-
3540 ICT Consumables & Maintenance	336	861	1,800	939	48%
Total ICT	336	861	3,000	2,139	29%
Library Resources					
3250 Library Book Maintenance	-	-	100	100	-
6150 Library Books	-	-	300	300	-
Total Library Resources	-	-	400	400	-
Teaching Salaries & Wages					
5020 Relief Teacher	652	1,395	11,000	9,605	13%
5410_Teacher Aides - ORRS Funded	1,918	3,330	17,000	13,670	20%
5420 Teacher Aides - Board Funded	4,239	7,303	47,000	39,697	16%
5430 Garden to Table Wages	1,819	3,232	19,000	15,768	17%
5600 ACC Levy	-	-	550	550	-
Teacher Aide - Other	428	802	6,000	5,198	13%
Total Teaching Salaries & Wages	9,056	16,062	100,550	84,488	16%
Staff Development					
5635 Principals' Conference	-	-	500	500	-
5650 Professional Development	-	-	1,000	1,000	-
5655 Professional Membership	99	618	3,500	2,882	18%
Total Staff Development	99	618	5,000	4,382	12%
Total Learning Resources	10,040	20,916	121,580	100,664	17%
Administration					
Finance, Legal & Insurance					
2200 Accounting Fees	1,633	1,900	3,000	1,100	63%
2210 Audit Fees	-	-	5,500	5,500	-
2221 Interest Expense	27	82	600	518	14%

Detailed Income Statement

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
2250 Insurance	-	2,703	3,600	897	75%
Total Finance, Legal & Insurance	1,661	4,685	12,700	8,015	37%
BOT Administration					
2100 BoT Administration	-	-	2,000	2,000	-
2110 BoT Meeting Fees	-	-	3,200	3,200	-
Total BOT Administration	-	-	5,200	5,200	-
Consumables					
2320 Postage & Freight	-	9	150	141	6%
2410 School Consumables	7	355	1,200	845	30%
2530 First Aid Supplies	187	323	500	177	65%
Total Consumables	194	686	1,850	1,164	37%
Office Salary & Wages					
5200 Office Wages	2,225	4,837	28,000	23,163	17%
Total Office Salary & Wages	2,225	4,837	28,000	23,163	17%
Operating Leases					
2400 Photocopying	647	1,716	6,000	4,285	29%
Total Operating Leases	647	1,716	6,000	4,285	29%
Other Administration					
2220 Bank Charges	55	110	130	20	85%
2310 Telecommunications	264	560	2,600	2,040	22%
2510 Function/Event Costs	-	401	1,000	599	40%
2560 SMS & School Docs	-	-	5,000	5,000	-
3100 CoL Expenses	1,000	1,000	1,150	150	87%
3290 Miscellaneous Expenses	-	-	100	100	0%
3295 Copyright	-	-	450	450	-
5640 Principals' Discretionary	101	216	400	184	54%
5680 Staff Amenities	94	802	1,500	698	53%
Subscriptions	296	613	1,428	815	43%
Total Other Administration	1,810	3,702	13,758	10,056	27%
Total Administration	6,536	15,626	67,508	51,882	23%
Property					
Caretaking & Cleaning Consumables					
4200 Cleaning Equipment	170	362	1,600	1,238	23%
4220 Rubbish Removal	35	82	400	318	21%
Total Caretaking & Cleaning Consumables	206	444	2,000	1,556	22%
Repairs & Maintenance					
4110 Building R & M	225	474	2,500	2,026	19%
4120 Yearly Maintenance Provision	424	1,272	5,089	3,817	25%
4130 Equipment Repairs	-	-	300	300	-
4230 Sewerage Servicing	-	-	1,000	1,000	-
4300 Grounds & Pool Maintenance	811	1,121	2,500	1,379	45%
6120 Minor Assets	-	1,773	1,000	(773)	177%

Detailed Income Statement

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
4310 Mowing Contract	270	656	1,000	344	66%
Repairs & Maintenance General	45	45	-	(45)	-
Total Repairs & Maintenance	1,775	5,342	13,389	8,047	40%
Heat, Light & Water					
4500 Electricity	415	855	4,500	3,645	19%
4510 Water Rates	-	-	950	950	-
Total Heat, Light & Water	415	855	5,450	4,595	16%
Other Property					
4140 Security	44	579	2,000	1,421	29%
5300 Cleaners	-	3,532	21,000	17,468	17%
Total Other Property	44	4,111	23,000	18,889	18%
Property Salaries & Wages					
Caretakers Wages	351	1,052	4,270	3,218	25%
Gardener Wages	348	1,045	4,570	3,525	23%
Total Property Salaries & Wages	699	2,098	8,840	6,742	24%
Total Property	3,138	12,849	52,679	39,830	24%
Other Expenses					
6100 Depreciation	1,795	5,432	25,000	19,568	22%
Total Other Expenses	1,795	5,432	25,000	19,568	22%
Total Expenses	21,510	54,823	266,817	211,994	21%
Net Profit (Loss) for the Year	15,100	17,427	(6,497)	(23,924)	-268%
	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED

1. Activities**Excursions**

8030 Excursions Income	(313)	(400)	(2,500)	(2,100)	16%
8031 Excursions Expenses	193	1,753	2,500	747	70%
Total Excursions	(120)	1,352	-	(1,352)	-

Garden to Table

3378_Garden to Table Income	(1,500)	(1,500)	(10,000)	(8,500)	15%
3377 Garden to Table Consumables	174	348	1,900	1,552	18%
Total Garden to Table	(1,326)	(1,152)	(8,100)	(6,948)	14%

Kauri/Kahikatea Camp

8020 Kauri/Kahikatea Camp Income	-	-	(12,000)	(12,000)	-
8021 Kauri/Kahikatea Camp Expenses	-	-	5,000	5,000	-
Total Kauri/Kahikatea Camp	-	-	(7,000)	(7,000)	-

Manual Training

1110 Manual Fees	(83)	(191)	(1,900)	(1,709)	10%
3280 Manual Training	3,263	3,263	1,900	(1,363)	172%
Total Manual Training	3,180	3,071	-	(3,071)	-

Detailed Income Statement

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
REACH					
REACH Income	365	-	(3,000)	(3,000)	-
8051 REACH Expenses	-	-	2,000	2,000	-
Total REACH	365	-	(1,000)	(1,000)	-
Sporting Activities					
8090 Sports Team Income	(599)	(874)	(3,500)	(2,626)	25%
8091 Sports Team Expenses	634	1,820	3,500	1,680	52%
Total Sporting Activities	35	946	-	(946)	-
Totara Camp					
8010 Totara Camp Income	-	-	(5,000)	(5,000)	-
8011 Totara Camp Expenses	-	663	4,000	3,337	17%
Total Totara Camp	-	663	(1,000)	(1,663)	-66%
Total Activities	2,134	4,880	(17,100)	(21,980)	-29%
	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
2. Trading					
Bookclub					
7031 Ashton Scholastic Expenses	-	-	500	500	-
Total Bookclub	-	-	500	500	-
Stationery					
Stationery Sales	(309)	(448)	(1,500)	(1,052)	30%
7021 Stationery Purchases	94	1,124	2,500	1,376	45%
Total Stationery	(215)	676	1,000	324	68%
Other Trading					
8092 Other Trading Income	-	-	(1,500)	(1,500)	-
Total Other Trading	-	-	(1,500)	(1,500)	-
Total Trading	(215)	676	-	(676)	-
	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
3. Other					
Bus					
1035 MOE Bus Operation	(5,353)	(16,060)	(63,703)	(47,643)	25%
2230 Bus Operation	5,304	15,913	63,000	47,087	25%
Total Bus	(49)	(147)	(703)	(556)	21%
School House					
8100 School House Rent	(1,600)	(4,160)	(16,640)	(12,480)	25%
8120 House Maintenance	-	-	1,000	1,000	-
8125 House Rates	-	705	1,500	795	47%
Total School House	(1,600)	(3,455)	(14,140)	(10,685)	24%
Total Other	(1,649)	(3,602)	(14,843)	(11,241)	24%

Detailed Balance Sheet

North Loburn School As at 31 March 2022

	31 MAR 2022	31 DEC 2021
Current Assets		
Cash and Bank		
9233 Westpac Trust Account	56,134	35,409
9234 Westpac 01 Account	16,792	16,790
9235 Westpac Investments	25,000	25,000
9236 Westpac Online Saver	14,031	11,753
Peter Richmond Credit Card	(1,558)	-
9238 Anne Hughes Credit Card	(101)	(391)
North Loburn 5YA Account	148,219	47,796
Total Cash and Bank	258,518	136,357
Accounts Receivable		
Accounts Receivable	814	514
Teaching Salaries Grant Receivable	-	39,654
Total Accounts Receivable	814	40,168
GST Receivable	-	1,751
Stationery Inventory	2,536	2,536
Total Current Assets	261,868	180,812
Current Liabilities		
Accounts Payable		
Accounts Payable	7,441	7,000
Accruals	5,000	5,000
Teaching Salaries Payable	-	39,654
Leave Accrual	1,708	1,708
Total Accounts Payable	14,149	53,363
GST Payable	10,504	-
MOE Capital Works		
MOE - Resource Spaces	41,481	41,481
MOE 3 Bay Shed Project	14,599	14,599
MOE Block 3 Classroom Upgrade	50,090	-
MOE Block 2 Upgrade/Resource Breakout Project	35,601	-
Total MOE Capital Works	141,771	56,080
Hero Clearing Account	229	-
Hero Payment in Advance	1,136	811
Rounding	-	-
Provision for Cyclical Maintenance - Current	2,257	2,257
Painting Contract - Current	2,633	2,633
Finance Leases - Current	1,069	1,681
Total Current Liabilities	173,749	116,825
Working Capital	88,118	63,987

Detailed Balance Sheet

	31 MAR 2022	31 DEC 2021
Non-Current Assets		
Property, Plant and Equipment		
Land at cost	27,000	27,000
Building Improvements - Crown	115,645	116,732
Buildings - School	58,557	59,003
Information & Communication Technology	12,695	14,461
Furniture and Equipment	25,363	26,961
Leased Assets	5,472	4,287
Library	3,417	3,417
Total Property, Plant and Equipment	248,148	251,861
Total Non-Current Assets	248,148	251,861
Non-Current Liabilities		
Provision for Cyclical Maintenance - Non-current	13,622	13,008
Painting Contract - Non-current	5,402	4,744
Finance Leases - Non-current	4,513	2,794
Total Non-Current Liabilities	23,537	20,546
Net Assets	312,729	295,302
Retained Earnings		
Retained earnings/Accumulated funds	295,302	299,142
Current year earnings	17,427	(7,627)
Furniture & Equipment Grant	-	3,787
Total Retained Earnings	312,729	295,302
Equity	312,729	295,302

Bank Account Transactions

North Loburn School

For the period 1 March 2022 to 31 March 2022

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE
North Loburn 5YA Account						
Opening Balance				47,819	-	47,819
28 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to North Loburn 5YA Account		42,781	-	90,600
28 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to North Loburn 5YA Account		59,789	-	150,389
28 Mar 2022	Bank Transfer	Bank Transfer from North Loburn 5YA Account to Westpac Trust Account		-	1,093	149,296
28 Mar 2022	Bank Transfer	Bank Transfer from North Loburn 5YA Account to Westpac Trust Account		-	1,093	148,204
31 Mar 2022	Receive Money	CREDIT INTEREST		15	-	148,219
Total North Loburn 5YA Account				102,585	2,185	148,219
Closing Balance				148,219	-	148,219
Westpac Grants Account 01						
Opening Balance				16,792	-	16,792
31 Mar 2022	Receive Money	CREDIT INTEREST		1	-	16,792
Total Westpac Grants Account 01				1	-	16,792
Closing Balance				16,792	-	16,792
Westpac Online Saver						
Opening Balance				13,155	-	13,155
2 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		175	-	13,330
9 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		175	-	13,505
16 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		175	-	13,680
23 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		175	-	13,855
30 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		175	-	14,030
31 Mar 2022	Receive Money	CREDIT INTEREST		2	-	14,031
Total Westpac Online Saver				877	-	14,031
Closing Balance				14,031	-	14,031
Westpac Trust Account						
Opening Balance				76,489	-	76,489
1 Mar 2022	Spend Money	John Rivers		-	6,100	70,389
2 Mar 2022	Receivable Payment	Payment: K H WERNER INV-0316		320	-	70,709
2 Mar 2022	Receive Money	Hero Internet		5	-	70,714
2 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		-	175	70,539
2 Mar 2022	Receive Money	Andrew Wells		256	-	70,795
2 Mar 2022	Receive Money	MR J M CANN AND		35	-	70,830
2 Mar 2022	Receive Money	Tooley Y A		35	-	70,865
2 Mar 2022	Receive Money	STEWART P M		30	-	70,895
2 Mar 2022	Receive Money	VINCENT P K		28	-	70,923
2 Mar 2022	Receive Money	Burgess J & M R		207	-	71,130

Bank Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE
3 Mar 2022	Receive Money	LESTER S & A		258	-	71,389
3 Mar 2022	Receive Money	KATE TOWNSEND		203	-	71,592
3 Mar 2022	Receive Money	P M & L M ROBINSON		300	-	71,892
4 Mar 2022	Receive Money	Burgess J & M R		35	-	71,927
4 Mar 2022	Receive Money	STEWART MR B J & ROT	Donation	100	-	72,027
7 Mar 2022	Receive Money	North Loburn Home & School		10,000	-	82,027
7 Mar 2022	Receive Money	MIN EDUCATION	ORS	2,830	-	84,857
7 Mar 2022	Receive Money	DENTON L K		102	-	84,959
7 Mar 2022	Receive Money	North Loburn Home & School		1,500	-	86,459
8 Mar 2022	Payable Payment	Payment: Spark NZ	DD - INV.67654913	-	166	86,293
8 Mar 2022	Spend Money	Ministry of Educatio		-	6,281	80,013
8 Mar 2022	Receive Money	BENSEMAN,PB&A		20	-	80,033
9 Mar 2022	Receivable Payment	Payment: K H WERNER	INV-0317	320	-	80,353
9 Mar 2022	Receive Money	Hero Internet		5	-	80,358
9 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		-	175	80,183
9 Mar 2022	Receive Money	HAMBLIN & BUR		110	-	80,293
10 Mar 2022	Receive Money	MR A L ORCHARD AND		124	-	80,416
10 Mar 2022	Receive Money	VINCENT P K		50	-	80,466
11 Mar 2022	Receive Money	KATE TOWNSEND		3	-	80,469
11 Mar 2022	Receive Money	Churchill J		223	-	80,692
11 Mar 2022	Receive Money	Churchill J		45	-	80,737
11 Mar 2022	Payable Payment	Payment: Xero (NZ) Limited	DD - INV-5900486	-	53	80,684
14 Mar 2022	Receive Money	WHITAKER MS &DJ		45	-	80,729
14 Mar 2022	Receive Money	Kiwi Sparky Ltd		332	-	81,061
14 Mar 2022	Receive Money	PHILPOTT G J &		213	-	81,274
14 Mar 2022	Receive Money	AG BRITTAN		60	-	81,334
15 Mar 2022	Receive Money	STUBBS, JR &		206	-	81,540
15 Mar 2022	Payable Payment	Payment: PB Tech Christchurch	North Loburn School JOL1922	-	1,126	80,414
15 Mar 2022	Receive Money	MACKENZIE A N		281	-	80,695
15 Mar 2022	Payable Payment	Payment: Kreative Funk	North Loburn INV-0638	-	69	80,626
15 Mar 2022	Payable Payment	Payment: Hapara Inc	north loburn INV-118923	-	519	80,107
16 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		-	175	79,932
16 Mar 2022	Receive Money	Hero Internet		5	-	79,937
16 Mar 2022	Receivable Payment	Payment: K H WERNER	INV-0320	320	-	80,257
18 Mar 2022	Payable Payment	Payment: Te Matauru School	Nth Lob Sch MM Hassall & Hughes	-	3,752	76,505
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	148	76,358
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	2	76,355
18 Mar 2022	Payable Payment	Payment: Science Award Trust	North Loburn School Badges	-	25	76,330
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	39	76,292
18 Mar 2022	Payable Payment	Payment: Number Navigators	Nth Loburn School Accounts	-	133	76,158

Bank Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE
18 Mar 2022	Payable Payment	Payment: Smart Words	north loburn school INV-434	-	10	76,148
18 Mar 2022	Payable Payment	Payment: Andrea Benseman	Voucher - Andrea	-	22	76,126
18 Mar 2022	Payable Payment	Payment: Allied Press Ltd	North Loburn School 900343	-	19	76,107
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	32	76,076
18 Mar 2022	Payable Payment	Payment: Mayer & Toye Ltd	North Loburn	-	461	75,615
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	150	75,465
18 Mar 2022	Payable Payment	Payment: Surf Life Saving NZ	North Loburn School 28642	-	1,794	73,671
18 Mar 2022	Payable Payment	Payment: North Canterbury Sport & Recreation Trust	North Loburn School 4307	-	494	73,177
18 Mar 2022	Payable Payment	Payment: NZCER	north loburn school	-	520	72,657
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	99	72,558
18 Mar 2022	Payable Payment	Payment: Canterbury WC Sports Trust	North Loburn school 36119	-	350	72,208
18 Mar 2022	Payable Payment	Payment: North Canterbury Sport & Recreation Trust	North Loburn School 4307	-	432	71,776
18 Mar 2022	Payable Payment	Payment: Lois Pettigrew	North Loburn School Staff exps	-	214	71,563
18 Mar 2022	Payable Payment	Payment: Hail.IM Limited	Nth Loburn S	-	137	71,426
18 Mar 2022	Payable Payment	Payment: Hail.IM Limited	Nth Loburn S	-	137	71,289
18 Mar 2022	Payable Payment	Payment: North Canterbury Basketball Association Inc	FNBB 3/4 3477 NthLoburn	-	720	70,569
18 Mar 2022	Payable Payment	Payment: OfficeMax	North Loburn School 4024800	-	67	70,502
18 Mar 2022	Payable Payment	Payment: The Learning Staircase Ltd	North Loburn School 624862	-	13	70,489
18 Mar 2022	Payable Payment	Payment: North Canterbury Sport & Recreation Trust	North Loburn School 4307	-	224	70,265
18 Mar 2022	Payable Payment	Payment: Kate Hassall	North Loburn School	-	20	70,245
18 Mar 2022	Payable Payment	Payment: Science Award Trust	North Loburn School Badges	-	12	70,233
18 Mar 2022	Receive Money	ROBINSON,STEP		168	-	70,401
18 Mar 2022	Payable Payment	Payment: Rhino Fire & Security	Nth Loburn School R061769	-	466	69,935
18 Mar 2022	Payable Payment	Payment: Garden to Table	North Loburn School	-	114	69,821
18 Mar 2022	Payable Payment	Payment: Rangiora Rubbish Removal Ltd	Nth Loburn School NLS	-	27	69,794
20 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Anne Hughes Credit Card		-	101	69,693
20 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Peter Richmond Credit Card		-	2,794	66,899
21 Mar 2022	Spend Money	Triton Security	DD-232149	-	50	66,849
21 Mar 2022	Payable Payment	Payment: Big Blue Ltd	DD - SMIP1543216	-	44	66,805
21 Mar 2022	Payable Payment	Payment: Crest Commercial Cleaning Ltd	DD - CIN00754892	-	2,203	64,602
21 Mar 2022	Payable Payment	Payment: Rentokil Initial Ltd	DD - 51594891	-	73	64,529

Bank Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE
21 Mar 2022	Payable Payment	Payment: Cyclone Computer Company Ltd	DD - 30089	-	105	64,423
21 Mar 2022	Payable Payment	Payment: BDL Toshiba	DD - IN186234	-	678	63,745
22 Mar 2022	Spend Money	Ministry of Educatio		-	5,700	58,045
23 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		-	175	57,870
23 Mar 2022	Receivable Payment	Payment: Ministry of Education	INV-0319	59,789	-	117,659
23 Mar 2022	Receivable Payment	Payment: Ministry of Education	INV-0318	42,781	-	160,440
23 Mar 2022	Receive Money	Hero Internet		5	-	160,445
23 Mar 2022	Receivable Payment	Payment: K H WERNER	INV-0323	320	-	160,765
25 Mar 2022	Receivable Payment	Payment: RTL B North Canterbury	INV-0321	880	-	161,645
28 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to North Loburn 5YA Account		-	42,781	118,864
28 Mar 2022	Payable Payment	Payment: Mathematics Achievement Challenge	Nth Loburn School 279491	-	16	118,848
28 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to North Loburn 5YA Account		-	59,789	59,059
28 Mar 2022	Payable Payment	Payment: Peter Richmond	Voucher	-	344	58,716
28 Mar 2022	Bank Transfer	Bank Transfer from North Loburn 5YA Account to Westpac Trust Account		1,093	-	59,808
28 Mar 2022	Payable Payment	Payment: Kate Hassall	North Loburn School	-	83	59,725
28 Mar 2022	Payable Payment	Payment: Contact Energy Ltd	DD - 2121050717	-	477	59,248
28 Mar 2022	Spend Money	Inland Revenue		-	6,314	52,934
28 Mar 2022	Bank Transfer	Bank Transfer from North Loburn 5YA Account to Westpac Trust Account		1,093	-	54,027
28 Mar 2022	Receive Money	PHILLIPS,MARI		159	-	54,186
29 Mar 2022	Receive Money	Tooley YA		20	-	54,206
29 Mar 2022	Receive Money	MIN EDUCATION		2,300	-	56,506
30 Mar 2022	Receive Money	Hero Internet		5	-	56,511
30 Mar 2022	Receivable Payment	Payment: K H WERNER	INV-0325	320	-	56,831
30 Mar 2022	Bank Transfer	Bank Transfer from Westpac Trust Account to Westpac Online Saver		-	175	56,656
31 Mar 2022	Spend Money	BOL Monthly Charges		-	5	56,651
31 Mar 2022	Payable Payment	Payment: Logic Group	FYA - INV-5003	-	1,093	55,559
31 Mar 2022	Receive Money	CREDIT INTEREST		4	-	55,562
31 Mar 2022	Payable Payment	Payment: Logic Group	5YA - INV-5002	-	1,093	54,470
31 Mar 2022	Receive Money	HU,SHAN		40	-	54,510
31 Mar 2022	Receivable Payment	Payment: University of Canterbury	INV-0322	1,625	-	56,134
Total Westpac Trust Account				129,209	149,563	56,134
Closing Balance				56,134	-	56,134
Total				232,671	151,748	80,923

Account Transactions

North Loburn School For the period 1 March 2022 to 31 March 2022

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Accounting Fees								
27 Mar 2022	Payable Invoice	Number Navigators - Mar Monthly Reports	INV-0795	133	-	133	133	-
28 Mar 2022	Payable Invoice	Number Navigators - annual accounts and workpapers	INV-0794	1,500	-	1,633	1,500	-
Total Accounting Fees				1,633	-	1,633	1,633	-
Accounts Receivable								
Opening Balance				514	-	514	-	-
2 Mar 2022	Receivable Payment	Payment: K H WERNER	School House	-	320	194	(320)	-
2 Mar 2022	Receivable Invoice	K H WERNER	School House	320	-	514	320	-
9 Mar 2022	Receivable Payment	Payment: K H WERNER	School House	-	320	194	(320)	-
9 Mar 2022	Receivable Invoice	K H WERNER	School House	320	-	514	320	-
10 Mar 2022	Receivable Invoice	Ministry of Education	Block 3 Classroom Upgrade	59,789	-	60,303	59,789	-
10 Mar 2022	Receivable Invoice	Ministry of Education	Block 2 Upgrade Resource/Breakout Area	42,781	-	103,083	42,781	-
16 Mar 2022	Receivable Invoice	K H WERNER	School House	320	-	103,403	320	-
16 Mar 2022	Receivable Payment	Payment: K H WERNER	School House	-	320	103,083	(320)	-
21 Mar 2022	Receivable Invoice	RTLB North Canterbury	6303	880	-	103,963	880	-
21 Mar 2022	Receivable Invoice	University of Canterbury	PO722567	1,625	-	105,588	1,625	-
23 Mar 2022	Receivable Payment	Payment: Ministry of Education	Block 2 Upgrade Resource/Breakout Area	-	42,781	62,807	(42,781)	-
23 Mar 2022	Receivable Invoice	BDL Toshiba	Scott Hinman	300	-	63,107	300	-
23 Mar 2022	Receivable Payment	Payment: Ministry of Education	Block 3 Classroom Upgrade	-	59,789	3,318	(59,789)	-
23 Mar 2022	Receivable Payment	Payment: K H WERNER	School House	-	320	2,998	(320)	-
23 Mar 2022	Receivable Invoice	K H WERNER	School House	320	-	3,318	320	-
25 Mar 2022	Receivable Payment	Payment: RTLB North Canterbury	6303	-	880	2,438	(880)	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
30 Mar 2022	Receivable Invoice	K H WERNER	School House	320	-	2,758	320	-
30 Mar 2022	Receivable Payment	Payment: K H WERNER	School House	-	320	2,438	(320)	-
31 Mar 2022	Receivable Payment	Payment: University of Canterbury	PO722567	-	1,625	814	(1,625)	-
Total Accounts Receivable				106,974	106,674	814	300	-
Closing Balance				814	-	814	-	-
Bank Charges								
27 Mar 2022	Spend Money	ANNUAL CARD FEE - 0000000003049223765		50	-	50	50	-
31 Mar 2022	Spend Money	BOL Monthly Charges - Monthly Service		5	-	55	5	-
Total Bank Charges				55	-	55	55	-
Building R & M								
1 Mar 2022	Payable Invoice	Tony Beal Locksmith LTD - Supply and install a new door lock to comply with Wormald Safety Request.	INV 637217	225	-	225	259	34
Total Building R & M				225	-	225	259	34
Bus Operation								
1 Mar 2022	Spend Money	John Rivers - Bus contract		5,304	-	5,304	6,100	796
Total Bus Operation				5,304	-	5,304	6,100	796
Caretakers Wages								
8 Mar 2022	Spend Money	Ministry of Educatio - Caretaker		175	-	175	175	-
22 Mar 2022	Spend Money	Ministry of Educatio - Caretaker		175	-	351	175	-
Total Caretakers Wages				351	-	351	351	-
Cleaning Equipment								
15 Mar 2022	Payable Invoice	OfficeMax - toilet paper, hand towels and rubbish bags	INV-21835131	107	-	107	123	16
25 Mar 2022	Payable Invoice	Rentokil Initial Ltd - Rentokil Initial - DD-51611289	DD-51611289	64	-	170	73	10
Total Cleaning Equipment				170	-	170	196	26

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
CoL Expenses								
17 Mar 2022	Payable Invoice	Rangiora High School - CoL 2022	INV-0599	1,000	-	1,000	1,150	150
Total CoL Expenses				1,000	-	1,000	1,150	150
Curriculum Focus Expenses								
23 Mar 2022	Payable Invoice	NZCER - NZCER - PATM	626309	75	-	75	86	11
Total Curriculum Focus Expenses				75	-	75	86	11
Donations - ICT								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Donations - ICT	#26205	-	138	138	138	-
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Donations - ICT	#25832	-	13	150	13	-
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Donations - ICT	#25884	-	88	238	88	-
15 Mar 2022	Manual Journal	Hero TRANSFER Batch 17 - Sent 15/03/2022 - Donations - ICT	#25885	-	13	250	13	-
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Donations - ICT	#25951	-	75	325	75	-
21 Mar 2022	Manual Journal	Hero TRANSFER Batch 19 - Sent 21/03/2022 - Donations - ICT	#26131	-	13	338	13	-
Total Donations - ICT				-	338	338	338	-
Electricity								
14 Mar 2022	Payable Invoice	Contact Energy Ltd - electricity	DD - 2121050717	415	-	415	477	62
Total Electricity				415	-	415	477	62
Excursions Expenses								
15 Mar 2022	Payable Invoice	Peter Richmond - Mileage for Summit Trip	Voucher	83	-	83	83	-
18 Mar 2022	Payable Invoice	Kate Hassall - Mileage for Summit trip 105.2km @0.79	Voucher	83	-	166	83	-
21 Mar 2022	Spend Money	Z Rangiora - Rangiora NZL *****9921 - fuel for tiromoana walk		26	-	193	30	4
Total Excursions Expenses				193	-	193	197	4

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Excursions Income								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Excursions Income	#26205	-	143	143	165	22
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Excursions Income	#25832	-	13	157	15	2
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Excursions Income	#25884	-	65	222	75	10
15 Mar 2022	Manual Journal	Hero TRANSFER Batch 17 - Sent 15/03/2022 - Excursions Income	#25885	-	13	235	15	2
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Excursions Income	#25951	-	65	300	75	10
21 Mar 2022	Manual Journal	Hero TRANSFER Batch 19 - Sent 21/03/2022 - Excursions Income	#26131	-	13	313	15	2
Total Excursions Income				-	313	313	360	47
Finance Leases - Current								
Opening Balance				-	1,202	1,202	-	-
1 Mar 2022	Manual Journal	Monthly financial lease adjustments workpaper I2	#25728	41	-	1,161	(41)	-
16 Mar 2022	Payable Invoice	Cyclone Computer Company Ltd - TELA+ Lease Mar 2022 CFS1003094	DD - 30089	92	-	1,069	(105)	(14)
Total Finance Leases - Current				133	-	1,069	(147)	(14)
Closing Balance				-	1,069	1,069	-	-
First Aid Supplies								
3 Mar 2022	Spend Money	Bargain Chemist - Christchurch Chr *****2875	RATs	153	-	153	176	23
14 Mar 2022	Payable Invoice	OfficeMax - sunscreen	INV-21831442A	34	-	187	39	5
Total First Aid Supplies				187	-	187	215	28
Garden to Table Consumables								
2 Mar 2022	Spend Money	Mitre 10 Mega Rangiora - Rangiora NZL *****2875	GTT	174	-	174	200	26
Total Garden to Table Consumables				174	-	174	200	26
Garden to Table Income								

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
7 Mar 2022	Receive Money	North Loburn Home & School - Annual GTT Donation		-	1,500	1,500	1,500	-
Total Garden to Table Income				-	1,500	1,500	1,500	-
Garden to Table Wages								
8 Mar 2022	Spend Money	Ministry of Educatio - Garden to Table		901	-	901	901	-
22 Mar 2022	Spend Money	Ministry of Educatio - Garden to Table		918	-	1,819	918	-
Total Garden to Table Wages				1,819	-	1,819	1,819	-
Gardener Wages								
8 Mar 2022	Spend Money	Ministry of Educatio - Gardener		174	-	174	174	-
22 Mar 2022	Spend Money	Ministry of Educatio - Gardener		174	-	348	174	-
Total Gardener Wages				348	-	348	348	-
Grounds & Pool Maintenance								
3 Mar 2022	Spend Money	TRADEME 738K PING - Wellington NZL *****2875	trampoline mat	183	-	183	211	27
10 Mar 2022	Payable Invoice	All About Sewage - Service wastewater	INV-2577	250	-	433	288	38
10 Mar 2022	Spend Money	Trade Tested Ltd - Grey Lynn NZL *****2875	leaf blower	183	-	616	210	27
31 Mar 2022	Payable Invoice	Bioguard Poolside Chch - Pool chemicals	INV-17792	17	-	633	20	3
31 Mar 2022	Spend Money	TD WEBSITE - AUCKLAND NZL *****2875	vacuum cleaner	178	-	811	205	27
Total Grounds & Pool Maintenance				811	-	811	933	122
Hero Clearing Account								
Opening Balance				-	-	-	-	-
2 Mar 2022	Receive Money	Hero Internet - 1247		-	5	5	5	-
2 Mar 2022	Receive Money	Burgess J & M R - Burgess M 1207		-	207	212	207	-
2 Mar 2022	Receive Money	STEWART P M - StewartFam		-	30	242	30	-
2 Mar 2022	Receive Money	VINCENT P K - Vincent Family		-	28	270	28	-
2 Mar 2022	Receive Money	Andrew Wells		-	256	527	256	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
2 Mar 2022	Receive Money	MR J M CANN AND - Cann 1240		-	35	562	35	-
2 Mar 2022	Receive Money	Tooley Y A - Reach trip Grace Tooley		-	35	597	35	-
3 Mar 2022	Receive Money	KATE TOWNSEND - 1213 Townsend		-	203	800	203	-
3 Mar 2022	Receive Money	LESTER S & A - Lester 1183		-	258	1,058	258	-
3 Mar 2022	Receive Money	P M & L M ROBINSON - Robinson F&O		-	300	1,358	300	-
4 Mar 2022	Receive Money	Burgess J & M R - Burgess M 1207		-	35	1,393	35	-
4 Mar 2022	Receive Money	STEWART MR B J & ROT - Swimming Donation		-	100	1,493	100	-
7 Mar 2022	Receive Money	DENTON L K - E Denton Rimu		-	102	1,595	102	-
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - HERO Clearing Account	#26205	1,595	-	-	(1,595)	-
8 Mar 2022	Receive Money	BENSEMAN,PB&A - Benseman		-	20	20	20	-
9 Mar 2022	Receive Money	HAMBLIN & BUR - Burr ridge 1237		-	110	130	110	-
9 Mar 2022	Receive Money	Hero Internet - 1247		-	5	135	5	-
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - HERO Clearing Account	#25832	135	-	-	(135)	-
10 Mar 2022	Receive Money	MR A L ORCHARD AND - Angus Orchard 1113		-	124	124	124	-
10 Mar 2022	Receive Money	VINCENT P K - Vincent Family		-	50	174	50	-
11 Mar 2022	Receive Money	Churchill J - Churchill 1173		-	45	219	45	-
11 Mar 2022	Receive Money	KATE TOWNSEND - 1213 Townsend		-	3	222	3	-
11 Mar 2022	Receive Money	Churchill J - Churchill 1173		-	223	445	223	-
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - HERO Clearing Account	#25884	1,095	-	(650)	(1,095)	-
14 Mar 2022	Receive Money	AG BRITTAN		-	60	(590)	60	-
14 Mar 2022	Receive Money	WHITAKER MS & DJ - OWhitaker Basketball		-	45	(545)	45	-
14 Mar 2022	Receive Money	PHILPOTT G J &		-	213	(332)	213	-
14 Mar 2022	Receive Money	Kiwi Sparky Ltd		-	332	-	332	-
15 Mar 2022	Receive Money	STUBBS, JR & - 1171 Stubbs Fam		-	206	206	206	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
15 Mar 2022	Receive Money	MACKENZIE A N - Donations and T2		-	281	487	281	-
16 Mar 2022	Receive Money	Hero Internet - 1247		-	5	492	5	-
18 Mar 2022	Receive Money	ROBINSON,STEP - K Rickard		-	168	661	168	-
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - HERO Clearing Account	#25951	661	-	-	(661)	-
23 Mar 2022	Receive Money	Hero Internet - 1247		-	5	5	5	-
28 Mar 2022	Receive Money	PHILLIPS,MARI - L Stegehuis Camp		-	159	164	159	-
29 Mar 2022	Receive Money	Tooley Y A - Reach trip Grace Tooley		-	20	184	20	-
30 Mar 2022	Receive Money	Hero Internet - 1247		-	5	189	5	-
31 Mar 2022	Receive Money	HU,SHAN - Damon Payment		-	40	229	40	-
Total Hero Clearing Account				3,486	3,715	229	229	-
Closing Balance				-	229	229	-	-
Hero Payment in Advance								
Opening Balance				-	587	587	-	-
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Payment in Advance reversal of money returned when REACH trip was cancelled	#26205	-	166	752	166	-
8 Mar 2022	Manual Journal	Reversal of REACH money to payment in advance as trip was cancelled - Reversal of REACH money to payment in advance as trip was cancelled	#26142	-	35	787	35	-
8 Mar 2022	Manual Journal	Hero TRANSFER Batch 14 - Sent 08/03/2022 - Payment in Advance	#26133	70	-	1,102	(70)	-
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Payment in Advance	#25832	-	18	1,120	18	-
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Payment in Advance	#25884	-	155	1,276	155	-
15 Mar 2022	Manual Journal	Hero TRANSFER Batch 17 - Sent 15/03/2022 - Payment in Advance	#25885	98	-	1,178	(98)	-
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Payment in Advance	#25951	-	5	1,183	5	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
21 Mar 2022	Manual Journal	Hero TRANSFER Batch 19 - Sent 21/03/2022 - Payment in Advance	#26131	48	-	1,136	(48)	-
Total Hero Payment in Advance				215	764	1,136	549	-
Closing Balance				-	1,136	1,136	-	-
Home & School								
7 Mar 2022	Receive Money	North Loburn Home & School - Annual Donation for School Bus		-	10,000	10,000	10,000	-
Total Home & School				-	10,000	10,000	10,000	-
ICT Consumables & Maintenance								
3 Mar 2022	Spend Money	Dropbox		18	-	18	21	3
7 Mar 2022	Spend Money	The Warehouse 180 - Rangiora NZL *****2875	headphones and paper	91	-	110	105	14
15 Mar 2022	Payable Invoice	Peter Richmond - Laminator for office	Voucher	227	-	336	261	34
Total ICT Consumables & Maintenance				336	-	336	386	50
Income in Advance								
Opening Balance				-	23,385	23,385	-	-
1 Mar 2022	Manual Journal	Monthly bus funding adjustment	#25726	5,353	-	18,032	(5,353)	-
1 Mar 2022	Manual Journal	Monthly operations grant adjustment	#25729	18,032	-	-	(18,032)	-
Total Income in Advance				23,385	-	-	(23,385)	-
Closing Balance				-	-	-	-	-
Interest								
31 Mar 2022	Receive Money	CREDIT INTEREST - Interest		-	2	2	2	-
31 Mar 2022	Receive Money	CREDIT INTEREST		-	15	17	15	-
31 Mar 2022	Receive Money	CREDIT INTEREST		-	1	18	1	-
31 Mar 2022	Receive Money	CREDIT INTEREST - \$2.31 EXEMPT		-	4	22	4	-
Total Interest				-	22	22	22	-
Interest Expense								

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
1 Mar 2022	Manual Journal	Monthly financial lease adjustments workpaper 12	#25728	27	-	27	27	-
Total Interest Expense				27	-	27	27	-
Manual Fees								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Manual Fees	#26205	-	35	35	40	5
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Manual Fees	#25832	-	4	39	5	1
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Manual Fees	#25884	-	26	65	30	4
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Manual Fees	#25951	-	17	83	20	3
Total Manual Fees				-	83	83	95	12
Manual Training								
3 Mar 2022	Payable Invoice	Te Matauru School - Tech Fees 2022 28 students	INV-0133	3,263	-	3,263	3,752	489
Total Manual Training				3,263	-	3,263	3,752	489
MOE Block 2 Upgrade/Resource Breakout Project								
Opening Balance				950	-	(950)	-	-
10 Mar 2022	Receivable Invoice	Ministry of Education - Block 2 Upgrade Resource/Breakout Area Logic Group - School Block 2 ILE	Block 2 Upgrade Resource/Breakout Area	-	37,201	36,251	42,781	5,580
31 Mar 2022	Payable Invoice	Upgrade of Resource and breakout spaces	5YA - INV-5032	650	-	35,601	(748)	(98)
Total MOE Block 2 Upgrade/Resource Breakout Project				650	37,201	35,601	42,033	5,483
Closing Balance				-	35,601	35,601	-	-
MOE Block 3 Classroom Upgrade								
Opening Balance				950	-	(950)	-	-
10 Mar 2022	Receivable Invoice	Ministry of Education - Block 3 Classroom Upgrade	Block 3 Classroom Upgrade	-	51,990	51,040	59,789	7,799

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
31 Mar 2022	Payable Invoice	Logic Group - School Block 3 DQLS Upgrade	5YA- INV - INV-5033	950	-	50,090	(1,093)	(143)
Total MOE Block 3 Classroom Upgrade				950	51,990	50,090	58,697	7,656
Closing Balance				-	50,090	50,090	-	-
MOE Bus Operation								
1 Mar 2022	Manual Journal	Monthly bus funding adjustment	#25726	-	5,353	5,353	5,353	-
Total MOE Bus Operation				-	5,353	5,353	5,353	-
MOE Contribution to Leases								
1 Mar 2022	Manual Journal	Monthly financial lease adjustments workpaper I2	#25728	-	68	68	68	-
Total MOE Contribution to Leases				-	68	68	68	-
MoE Other Grants								
29 Mar 2022	Receive Money	MIN EDUCATION - MOE Grant for distance learning		-	2,000	2,000	2,300	300
Total MoE Other Grants				-	2,000	2,000	2,300	300
MOE Special Needs Income								
7 Mar 2022	Receive Money	MIN EDUCATION - MOE Grant for special needs	ORS	-	2,461	2,461	2,830	369
21 Mar 2022	Receivable Invoice	RTLB North Canterbury - Funding for TA support for 40 hours (4hrs x 10 weeks) for Term 2	6303	-	765	3,226	880	115
Total MOE Special Needs Income				-	3,226	3,226	3,710	484
Mowing Contract								
30 Mar 2022	Payable Invoice	GB Lawn Mowing Services - Feb and Mar mowing	00019	270	-	270	311	41
Total Mowing Contract				270	-	270	311	41
Office Wages								
8 Mar 2022	Spend Money	Ministry of Educatio - Administration		1,182	-	1,182	1,182	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
22 Mar 2022	Spend Money	Ministry of Educatio - Administration		1,043	-	2,225	1,043	-
Total Office Wages				2,225	-	2,225	2,225	-
Operations Grant								
1 Mar 2022	Manual Journal	Monthly operations grant adjustment	#25729	-	18,032	18,032	18,032	-
Total Operations Grant				-	18,032	18,032	18,032	-
Other Income								
23 Mar 2022	Receivable Invoice	BDL Toshiba - Sponsorship to North Loburn School	Scott Hinman	-	261	261	300	39
Total Other Income				-	261	261	300	39
Painting Contract - Non-current								
Opening Balance				-	5,183	5,183	-	-
1 Mar 2022	Manual Journal	Cyclical maintenance adjustments workpaper L - value of painting contract	#25727	-	219	5,402	219	-
Total Painting Contract - Non-current				-	219	5,402	219	-
Closing Balance				-	5,402	5,402	-	-
Photocopying								
8 Mar 2022	Payable Invoice	OfficeMax - Certificate paper	INV - 21755208A	27	-	27	32	4
15 Mar 2022	Payable Invoice	OfficeMax - photocopy paper	INV-21835131	22	-	49	25	3
31 Mar 2022	Payable Invoice	BDL Toshiba - Photocopying DD	DD - IN189400	598	-	647	687	90
Total Photocopying				647	-	647	744	97
Principals' Discretionary								
4 Mar 2022	Spend Money	COUNTDOWN RANGIORALVOR - RANGIROA NZL *****2875	student ice blocks	4	-	4	5	1
15 Mar 2022	Spend Money	COUNTDOWN RANGIORALVOR - RANGIROA NZL *****2875	staff covid wellbeing	57	-	61	65	9
21 Mar 2022	Spend Money	COUNTDOWN RANGIORALVOR - Staff wellbeing		13	-	74	14	2

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
24 Mar 2022	Receive Money	2degrees Mobile - Auckland NZL *****2875	sim card	-	25	48	(29)	(4)
24 Mar 2022	Spend Money	TRADEME H503 PING - Wellington NZL *****2875	trademe	29	-	77	33	4
24 Mar 2022	Spend Money	TRADEME W157 PING - Wellington NZL *****2875	cell case	23	-	101	27	4
Total Principals' Discretionary				126	25	101	116	15
Professional Membership								
1 Mar 2022	Payable Invoice	Garden to Table - Annual membership	INV-1688	99	-	99	114	15
Total Professional Membership				99	-	99	114	15
Provision for Cyclical Maintenance - Non-current								
Opening Balance				-	13,417	13,417	-	-
1 Mar 2022	Manual Journal	Cyclical maintenance adjustments workpaper L - increase in provision	#25727	-	424	13,841	424	-
1 Mar 2022	Manual Journal	Cyclical maintenance adjustments workpaper L - value of painting contract	#25727	219	-	13,622	(219)	-
Total Provision for Cyclical Maintenance - Non-current				219	424	13,622	205	-
Closing Balance				-	13,622	13,622	-	-
Pupil Donations								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Pupil Donations	#26205	-	670	670	670	-
8 Mar 2022	Manual Journal	Hero TRANSFER Batch 14 - Sent 08/03/2022 - Pupil Donations	#26133	-	70	740	70	-
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Pupil Donations	#25832	-	70	810	70	-
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Pupil Donations	#25884	-	340	1,150	340	-
15 Mar 2022	Manual Journal	Hero TRANSFER Batch 17 - Sent 15/03/2022 - Pupil Donations	#25885	-	70	1,220	70	-
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Pupil Donations	#25951	-	300	1,520	300	-
Total Pupil Donations				-	1,520	1,520	1,520	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
REACH Income								
8 Mar 2022	Manual Journal	reversal of money returned when REACH trip was cancelled - REACH	#26142	30	-	(30)	(35)	(5)
8 Mar 2022	Manual Journal	Reversal of REACH money to payment in advance as trip was cancelled - Reversal of REACH money to payment in advance as trip was cancelled	#25806	335	-	(365)	(385)	(50)
Total REACH Income				365	-	(365)	(420)	(55)
Relief Teacher								
8 Mar 2022	Spend Money	Ministry of Educatio - T Connelly, A Hughes & K Birchler Relivers		652	-	652	652	-
Total Relief Teacher				652	-	652	652	-
Relief Teacher Reimbursement								
21 Mar 2022	Receivable Invoice	University of Canterbury - Kim Birchler - 2 days of teacher release	PO722567	-	706	706	812	106
21 Mar 2022	Receivable Invoice	University of Canterbury - Rebecca Green - 2 days of teacher release	PO722567	-	706	1,413	812	106
Total Relief Teacher Reimbursement				-	1,413	1,413	1,625	212
Repairs & Maintenance General								
24 Mar 2022	Spend Money	McAlpines Mitre 10 Mega Ltd - Mouse traps		45	-	45	52	7
Total Repairs & Maintenance General				45	-	45	52	7
Rubbish Removal								
31 Mar 2022	Payable Invoice	Rangiora Rubbish Removal Ltd - rubbish removal	INV-184597	35	-	35	41	5
Total Rubbish Removal				35	-	35	41	5
School Consumables								
12 Mar 2022	Payable Invoice	OfficeMax - teacher supplies and reception desk pens	INV-21831442	4	-	4	4	1
21 Mar 2022	Payable Invoice	OfficeMax - pen refill	INV-21831442B	3	-	7	4	-
Total School Consumables				7	-	7	8	1

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
School House Rent								
2 Mar 2022	Receivable Invoice	K H WERNER - Weekly Rental of School House	School House	-	320	320	320	-
9 Mar 2022	Receivable Invoice	K H WERNER - Weekly Rental of School House	School House	-	320	640	320	-
16 Mar 2022	Receivable Invoice	K H WERNER - Weekly Rental of School House	School House	-	320	960	320	-
23 Mar 2022	Receivable Invoice	K H WERNER - Weekly Rental of School House	School House	-	320	1,280	320	-
30 Mar 2022	Receivable Invoice	K H WERNER - Weekly Rental of School House	School House	-	320	1,600	320	-
Total School House Rent				-	1,600	1,600	1,600	-
Security								
21 Mar 2022	Spend Money	Triton Security - Security - March 2022 due April as we double paid in Feb	DD-232149	44	-	44	50	7
Total Security				44	-	44	50	7
Sports Equipment								
17 Mar 2022	Payable Invoice	Waimakariri District Council - Dudley Pool Hire	INV-785328	455	-	455	523	68
Total Sports Equipment				455	-	455	523	68
Sports Team Expenses								
15 Mar 2022	Payable Invoice	North Canterbury Sport & Recreation Trust - Term 1	INV-8476	376	-	376	432	56
29 Mar 2022	Payable Invoice	Waimak United Football Club - Ben Woodcock ur 4-6 twilight football	INV-2668	15	-	391	18	2
31 Mar 2022	Payable Invoice	North Canterbury Sport & Recreation Trust - Term 1 Miniball	INV-8536	243	-	634	280	37
Total Sports Team Expenses				634	-	634	730	95
Sports Team Income								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Sports Team Income	#26205	-	263	263	302	39
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Sports Team Income	#25832	-	3	266	4	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Sports Team Income	#25884	-	234	500	269	35
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Sports Team Income	#25951	-	99	599	114	15
Total Sports Team Income				-	599	599	689	90
Staff Amenities								
1 Mar 2022	Spend Money	Briscoes Rangiora - Rangiora NZL *****2875	coat rack	61	-	61	70	9
1 Mar 2022	Payable Invoice	Big Blue Ltd - water cooler	DD-SMIP1560455	34	-	94	39	5
Total Staff Amenities				94	-	94	109	14
Stationery Purchases								
3 Mar 2022	Payable Invoice	The Learning Staircase Ltd - Steps workbook D for Angus Orchard	INV - 629454	12	-	12	13	2
12 Mar 2022	Payable Invoice	OfficeMax - pens for student sales	INV-21831442	82	-	94	94	12
Total Stationery Purchases				94	-	94	108	14
Stationery Sales								
7 Mar 2022	Manual Journal	Hero INTERNET Batch 13 - Sent 08/03/2022 - Stationery Sales	#26205	-	100	100	115	15
8 Mar 2022	Manual Journal	Hero TRANSFER Batch 14 - Sent 08/03/2022 - Stationery Sales	#26133	-	-	100	-	-
9 Mar 2022	Manual Journal	Hero INTERNET Batch 15 - Sent 10/03/2022 - Stationery Sales	#25832	-	9	109	10	1
14 Mar 2022	Manual Journal	Hero INTERNET Batch 16 - Sent 15/03/2022 - Stationery Sales	#25884	-	120	229	138	18
18 Mar 2022	Manual Journal	Hero INTERNET Batch 18 - Sent 21/03/2022 - Stationery Sales	#25951	-	62	291	71	9
21 Mar 2022	Manual Journal	Hero TRANSFER Batch 19 - Sent 21/03/2022 - Stationery Sales	#26131	-	17	309	20	3
Total Stationery Sales				-	309	309	355	46
Subscriptions								
1 Mar 2022	Payable Invoice	Xero (NZ) Limited - North Loburn School. Monthly Subscription, Standard , 01 Mar 2022 to 31 Mar	DD - INV-5900486	47	-	47	53	7

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
		2022 Non-Profit Discount. \$15.50 Discount.						
17 Mar 2022	Payable Invoice	Hail.IM Limited - Hail Monthly Fee	INV-4985	119	-	166	137	18
23 Mar 2022	Spend Money	PARENT INTERVIEWS - WELLINGTON WEL *****2875	Parent Interviews	130	-	296	150	20
Total Subscriptions				296	-	296	340	44
Teacher Aide - Other								
8 Mar 2022	Spend Money	Ministry of Educatio - TA Other		214	-	214	214	-
22 Mar 2022	Spend Money	Ministry of Educatio - TA Other		214	-	428	214	-
Total Teacher Aide - Other				428	-	428	428	-
Teacher Aides - Board Funded								
8 Mar 2022	Spend Money	Ministry of Educatio - TA BOT		2,119	-	2,119	2,119	-
22 Mar 2022	Spend Money	Ministry of Educatio - TA BOT		2,119	-	4,239	2,119	-
Total Teacher Aides - Board Funded				4,239	-	4,239	4,239	-
Teacher Aides - ORRS Funded								
8 Mar 2022	Spend Money	Ministry of Educatio - TA ORRS		862	-	862	862	-
22 Mar 2022	Spend Money	Ministry of Educatio - TA ORRS		1,056	-	1,918	1,056	-
Total Teacher Aides - ORRS Funded				1,918	-	1,918	1,918	-
Telecommunications								
20 Mar 2022	Payable Invoice	Spark NZ - landline costs	DD-267654913	148	-	148	170	22
23 Mar 2022	Spend Money	Spark NZ - Cell phone		117	-	264	134	17
Total Telecommunications				264	-	264	304	40
Yearly Maintenance Provision								
1 Mar 2022	Manual Journal	Cyclical maintenance adjustments workpaper L - increase in provision	#25727	424	-	424	424	-
Total Yearly Maintenance Provision				424	-	424	424	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Total				165,760	247,650	(81,890)	157,765	16,561

BOT Monthly Reports

North Loburn School
As at 31 March 2022

~~AS~~
17/5/2022


Contents

- 3 Semi Summarised Income Statement
- 4 Summarised Balance Sheet

Semi Summarised Income Statement

North Loburn School

For the month ended 31 March 2022

	MAR 2022	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
Income					
Government Grants	24,739	61,705	206,927	145,222	30%
Buses (net)	49	147	703	556	21%
Donations & Grants	11,858	12,183	17,500	5,317	70%
Activities (net)	(2,134)	(4,880)	17,100	21,980	-29%
Trading (net)	215	(676)	-	676	-
School House (net)	1,600	3,455	14,140	10,685	24%
Other Local Funds Income	261	261	3,700	3,439	7%
Interest	22	55	250	195	22%
Total Income	36,610	72,250	260,320	188,070	28%
Expenses					
Other Local Funds Expenditure	-	-	50	50	-
Learning Resources					
Curricular	548	3,375	12,630	9,255	27%
ICT	336	861	3,000	2,139	29%
Library Resources	-	-	400	400	-
Teaching Salaries & Wages	9,056	16,062	100,550	84,488	16%
Staff Development	99	618	5,000	4,382	12%
Total Learning Resources	10,040	20,916	121,580	100,664	17%
Administration					
Finance, Legal & Insurance	1,661	4,685	12,700	8,015	37%
BOT Administration	-	-	5,200	5,200	-
Consumables	194	686	1,850	1,164	37%
Office Salary & Wages	2,225	4,837	28,000	23,163	17%
Operating Leases	647	1,716	6,000	4,285	29%
Other Administration	1,810	3,702	13,758	10,056	27%
Total Administration	6,536	15,626	67,508	51,882	23%
Property					
Caretaking & Cleaning Consumables	206	444	2,000	1,556	22%
Repairs & Maintenance	1,775	5,342	13,389	8,047	40%
Heat, Light & Water	415	855	5,450	4,595	16%
Other Property	44	4,111	23,000	18,889	18%
Property Salaries & Wages	699	2,098	8,840	6,742	24%
Total Property	3,138	12,849	52,679	39,830	24%
Depreciation	1,795	5,432	25,000	19,568	22%
Total Expenses	21,510	54,823	266,817	211,994	21%
Net Profit (Loss) for the Year	15,100	17,427	(6,497)	(23,924)	-268%

Summarised Balance Sheet

North Loburn School

As at 31 March 2022

	31 MAR 2022	31 DEC 2021
Current Assets		
Cash and Bank	258,518	136,357
Accounts Receivable	814	40,168
GST Receivable	-	1,751
Inventories	2,536	2,536
Total Current Assets	261,868	180,812
Current Liabilities		
Accounts Payable	14,149	53,363
GST Payable	10,504	-
MOE Capital Works	141,771	56,080
Hero Clearing Account	229	-
Hero Payment in Advance	1,136	811
Provision for Cyclical Maintenance - Current	2,257	2,257
Painting Contract - Current	2,633	2,633
Finance Leases - Current	1,069	1,681
Total Current Liabilities	173,749	116,825
Working Capital	88,118	63,987
Non-Current Assets		
Property, Plant and Equipment		
Land at cost	27,000	27,000
Building Improvements - Crown	115,645	116,732
Buildings - School	58,557	59,003
Information & Communication Technology	12,695	14,461
Furniture and Equipment	25,363	26,961
Leased Assets	5,472	4,287
Library	3,417	3,417
Total Property, Plant and Equipment	248,148	251,861
Total Non-Current Assets	248,148	251,861
Non-Current Liabilities		
Provision for Cyclical Maintenance - Non-current	13,622	13,008
Painting Contract - Non-current	5,402	4,744
Finance Leases - Non-current	4,513	2,794
Total Non-Current Liabilities	23,537	20,546
Net Assets	312,729	295,302
Retained Earnings		
Retained earnings/Accumulated funds	295,302	299,142
Current year earnings	17,427	(7,627)

Summarised Balance Sheet

	31 MAR 2022	31 DEC 2021
Furniture & Equipment Grant	-	3,787
Total Retained Earnings	312,729	295,302
Equity	312,729	295,302

NORTH LOBURN SCHOOL FINANCIAL SUMMARY MARCH 2022

HIGHLIGHTS**Profitability**

	YTD Actual	YTD Budget	YTD Variance\$	Annual Budget	% Utilised	Projection
Revenue	97,838	83,832	-14,006	349,620	24%	363,626
Expenses	80,411	81,381	970	356,117	23%	355,147
Profit (Loss)	17,427	2,451	-14,976	-6,497		8,479

- 24% of the revenue budget has been utilised with a YTD variance of \$14,006 increasing the projected income to \$363,626.
- 23% of the expense budget has been utilised with a YTD variance of \$970 decreasing the projected expenses to \$355,147.
- Overall the actual profit to date of \$17,427 is more than the budgeted profit to date of \$2,451 changing the budgeted loss to a projected profit of \$8,479.
- Budgets have been divided into 12 or 11 equal monthly amounts
- The operations grant and bus funding grant have been divided into equal monthly instalments so that income is evened out over the year.
- Projected income and expenses are based on the YTD actuals plus the remainder of the budget for the year.

Cash Flows

March Increase (Decrease)	80,923
YTD Increase (Decrease)	123,430
Total Bank & Investment account balances	260,177

- \$141,771 of the total bank & investment balances is for MOE capital works.
- Increases in cash are expected when the operations grant is received; January, April, July and October.
- Decreases in cash are expected in the months where no operations grant is received; February, March, May, June, August, September, November and December.

Financial Stability

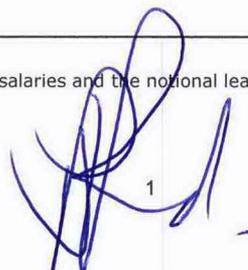
Actual Working Capital	88,118
Projected Working Capital Dec 2022	79,170
Projected Uncommitted Funds Dec 2022	55,633
Equity %	61%
Capital Asset expenditure	1,719

- Working capital shows the ability of the school to meet it's debts as they fall due and is a measure of short term financial stability.
- The projected working capital is based on actual working capital adjusted for the remainder of the budget for the year.
- Projected uncommitted funds is based on the projected working capital less term liabilities; finance leases and cyclical maintenance.
- Equity shows the percentage of assets funded by the school with the remainder being funded by liabilities.

Notes

- Banking staffing not recorded.
- Budgets for income and expenditure for teaching salaries and the notional lease have not been included in the calculations.

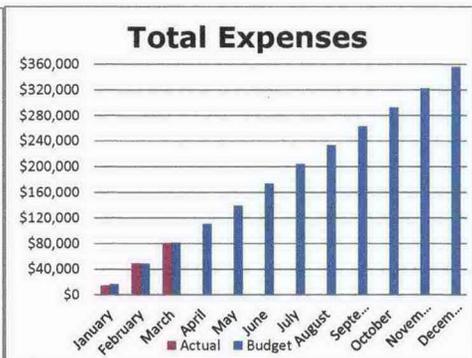
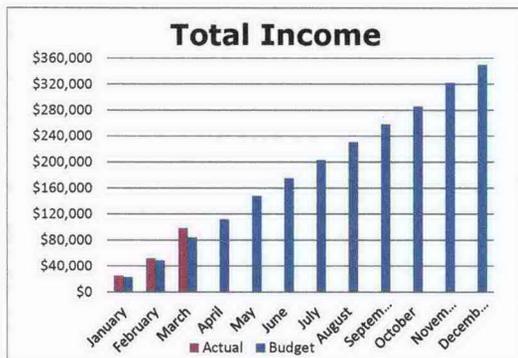

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**NORTH LOBURN SCHOOL
FINANCIAL SUMMARY MARCH 2022**

Profitability

REVENUE	YTD	YTD	YTD \$	Annual	%	Forward Projection Full Year		
	Actual	Budget	Variance			Budget	Utilised	YTD
Operations Grant	54,096	47,181	-6,915	188,727	25%	54,096	141,546	195,642
Other Government Grants	7,609	3,390	-4,219	18,200	19%	7,609	14,810	22,419
Transport Grants	16,060	15,927	-133	63,703	25%	16,060	47,776	63,836
Donations, Grants, Fundraising	12,183	8,092	-4,091	17,500	46%	12,183	9,408	21,591
School House Rental	4,160	4,161	1	16,640	25%	4,160	12,479	16,639
Activities Income	2,965	3,800	835	37,900	10%	2,965	34,100	37,065
Trading Income	448	544	96	3,000	18%	448	2,456	2,904
Interest	55	63	8	250	25%	55	187	242
Other Income	261	674	413	3,700	18%	261	3,026	3,287
TOTAL REVENUE	97,838	83,832	-14,006	349,620	24%	97,838	265,788	363,626
EXPENSES								
Donations, Grants & Fundraising Costs	0	10	10	50	20%	0	40	40
Transport Costs	15,913	15,750	-163	63,000	25%	15,913	47,250	63,163
Activities Costs	7,845	7,109	-736	20,800	34%	7,845	13,691	21,536
Trading Costs	1,124	1,118	-6	3,000	37%	1,124	1,882	3,006
School House Costs	705	932	227	2,500	37%	705	1,568	2,273
Learning Resources	20,916	22,032	1,116	121,580	18%	20,916	99,548	120,464
Administration	15,626	14,997	-629	67,508	22%	15,626	52,511	68,137
Property	12,849	13,184	335	52,679	25%	12,849	39,495	52,344
Depreciation	5,432	6,249	817	25,000	25%	5,432	18,751	24,183
TOTAL EXPENSES	80,411	81,381	970	356,117	23%	80,411	274,736	355,147
NET PROFIT (LOSS)	17,427	2,451	-14,976	-6,497		17,427	-8,948	8,479



**NORTH LOBURN SCHOOL
FINANCIAL SUMMARY MARCH 2022**

Cash Flows

	March	YTD
Opening bank & investment account balances:	179,254	136,747
Cash Receipts	124,146	213,051
Cash Payments	43,223	89,621
Net Cash Movement	80,923	123,430
Closing bank & investment account balances:	<u>\$260,177</u>	<u>\$260,177</u>

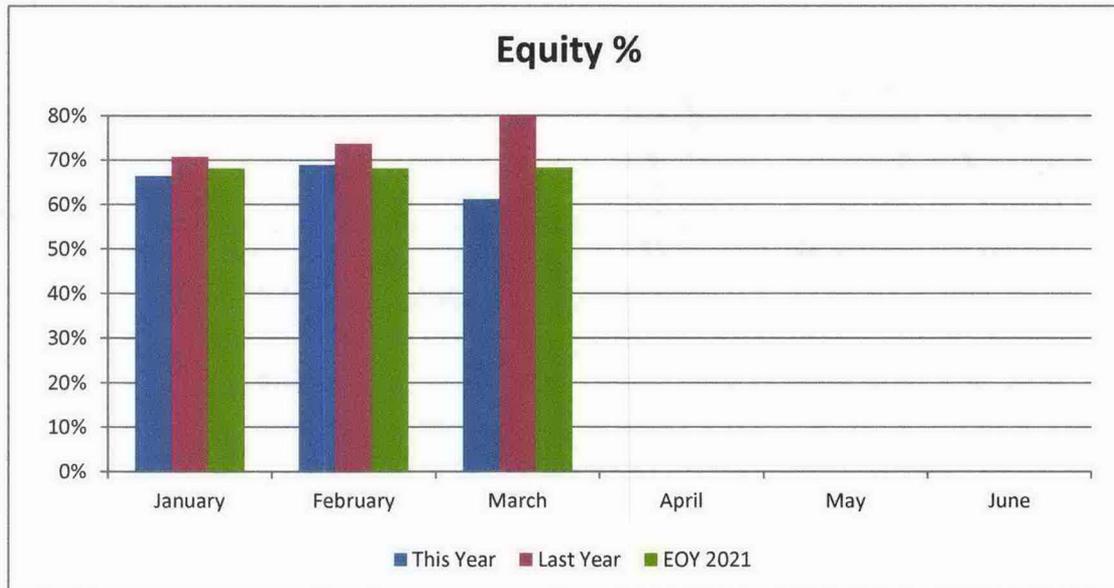
Significant Payments:

PP25	6,281
PP26	5,700
John Rivers	6,100
PB Tech	1,126
Crest Cleaning	2,203
Te Matauru School	3,752
Surf Life Saving	1,794
IRD - GST	6,314

Significant Receipts:

Home & School	11,500
MOE capital works	59,789
MOE capital works	42,781
MOE	2,830
MOE	2,300
Canterbury University	1,625

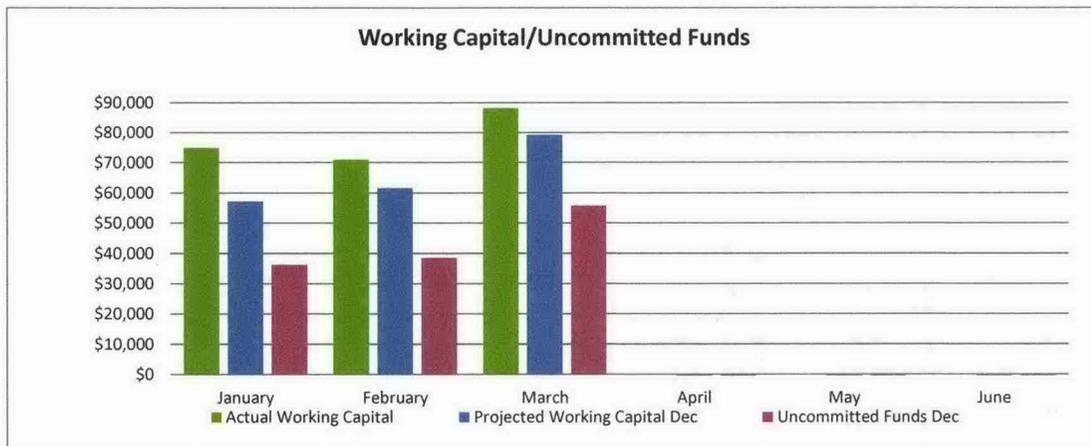
Financial Stability



**NORTH LOBURN SCHOOL
FINANCIAL SUMMARY MARCH 2022**

Financial Stability continued

	Actual vs Last Year to Date				2021
	March	Last Year	Variance \$	Variance %	
CURRENT ASSETS					
Bank & Investments	260,177	134,363	-125,815	-94%	136,747
Other Current Assets	3,350	5,753	2,403	42%	44,455
Total Current Assets	263,527	140,115	-123,411	-88%	181,202
CURRENT LIABILITIES					
Accounts Payable	15,808	11,369	-4,440	-39%	53,753
Cyclical Maintenance	2,257	2,257	0	0%	2,257
Painting Contract	2,633	2,633	0	0%	2,633
Finance Leases - current	1,069	2,459	1,389	57%	1,681
MOE Capital Works	141,771	41,481	-100,290	0%	56,080
Other Current Liabilities	11,870	472	-11,398	-2417%	811
Total Current Liabilities	175,409	60,670	-114,739	-189%	117,215
WORKING CAPITAL	88,118	79,445	-8,673	-11%	63,987
Property, Plant & Equipment	248,148	262,340	14,192	5%	251,861
Term Liabilities	23,537	19,024	-4,513	-24%	20,546
EQUITY	312,729	322,762	10,032		295,302
EQUITY %	61%	80%			68%



Additional Assets purchased in 2022:
Jan - CFS lease 1,719

1,719

Board Funding for the 2019/20 Financial Year

Meeting considered	Group	Project	Accountability Received	Amount Granted	Running Balance
		allocated 10,630 - previous year all spent			\$ 10,630.00
Jul-19	The Rangiora Festival Charitable Trust	Waimakariri Winter Festival	27.01.2020	\$500	\$ 10,130.00
Jul-19	R13 Youth Development Trust	Community Youth Programmes		\$500	\$ 9,630.00
Aug-19	Reflections Community Trust	Advertising costs for the 2019 Light Party	15/01/2020	\$184	\$9,446.00
Aug-19	Fernside School	Books for the library		0	9446
Sep-19	Southbrook School	Outdoor food garden	27.05.2020	\$ 500.00	\$ 8,946.00
Sep-19	NC Neighbourhood support	Promotional gazebo		\$ 500.00	\$ 8,446.00
Oct-19	NIL				8446
Nov-19	North Canterbury Scout Jamboree	Attendance Jamboree	16/04/2020	\$500	\$ 7,946.00
Nov-19	Trinity Methodist Mainly Music Group	Towards the cost of replacing their computer	17.06.2020	\$500	\$ 7,446.00
Nov-19	North Canterbury Basketball	Purchasing of first aid kits	18.08.2020	\$404	\$ 7,042.00
Dec-19	NIL				7042
Jan-20	NIL				7042
Feb-20	Rangiora Playcentre	Additional equipment for fort and stain	21/08/2020	\$500	\$ 6,542.00
Feb-20	Citizens Advice Bureau	Purchase of a laptop computer		\$ 500.00	\$ 6,042.00
Mar-20	Validus Charitable Trust	Seeding funding		\$0	\$ 6,042.00
Mar-20	Presbyterian Support Upper Sou	Withdrawn Cost of hosting Living Well in Waimakariri			\$ 6,042.00
Mar-20	North Canterbury Pride	Withdrawn Cost of hosting picnic			\$ 6,042.00
Apr-20	Waimakariri Arts Trust - Kaiapoi	Withdrawn Towards Advertising			\$ 6,042.00
Apr-20	NIL				\$ 6,042.00
May-20	NIL				\$ 6,042.00
Jun-20	Rangiora Croquet Club	Cost of Herbicides	7/01/2021	\$500	\$ 5,542.00
Jun-20	North Loburn Home and School Association	Towards maintenance of community swimming pool	3/10/2021	\$500	\$ 5,042.00

Board Funding for the 2020/21 Financial Year

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Council Allocation 10,630 + Carry forwards \$5,000 = \$15,630				\$ 15,630.00
8-Jul	No applications considered					
12-Aug	No applications considered					
9-Sep	Reflections Community Trust	Advertising	Decline	\$460	\$0	\$ 15,630.00
9-Sep	North Canterbury Indoor Bowls	Hall hire		\$800	\$500	\$ 15,130.00
14-Oct	Ashley Playcentre	Sandpit toys	5/05/2021	\$500	\$500	\$14,630.00
14-Oct	North Loburn School	Equipment and compost	25/03/2021	\$494	\$494	\$ 14,136.00
14-Oct	Cust-West Eyreton Playcentre	Tablet and Artwork	18.06.2021	\$500	\$500	\$ 13,636.00
14-Oct	Waimakariri Combined Friendship Club	Subsidise a day to Ashburton	Decline	\$500	\$0	\$ 13,636.00
14-Oct	Community Wellbeing North Canterbury Trust	Dishwasher		\$500	\$500	\$ 13,136.00
14-Oct	SeniorNet North Canterbury	Internet Banking Seminar	18.02.2021	\$120	\$120	\$ 13,016.00
11-Nov	Rangiora Toy Library	Pikler Triangle	11.03.2021	\$494	\$494	\$ 12,522.00
9-Dec	Southbrook Netball Club	Hall hire	10.05.2021	\$300	\$300	\$ 12,222.00
9-Dec	North Canterbury Athletic Club	Hall hire and storage	18.12.2020	\$1,139	\$500	\$ 11,722.00
12-Feb	Oxford Community Trust	costs for hosting a Wellbeing Networking Retreat	17.06.21	\$ 500.00	\$500	\$ 11,222.00
12-Feb	North Canterbury Pride	Host LGBTIQ social event		\$250	\$250	\$ 10,972.00
10-Mar	Waimakariri Arts Trust	Towards Advertising costs		\$500	\$500	\$ 10,472.00
10-Mar	The Hope Community Trust	Towards purchase of a lawn mower.		\$500	\$500	\$ 9,972.00
10-Mar	SeniorNet North Canterbury	Towards the cost of Internet Banking seminars	10.06.2021	\$100	\$100	\$ 9,872.00
10-Mar	TimeBank Waimakariri Inc	Towards co-hosting Back to Basics Waimakariri		\$500	\$500	\$ 9,372.00
14-Apr	Rangiora Menz Shed	Towards the purchasing of a bench top router		\$500	\$500	\$ 8,872.00

Board Funding for the 2020/21 Financial Year

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
12-May	North Canterbury Basketball	Towards the purchase of a manual score bench and sore cards		\$489	\$489	\$ 8,383.00
12-May	Fernside Netball Club	Towards the purchase of equipment bags		\$525	\$525	\$ 7,858.00
9-Jun	Okuku Pony Club	Towards the purchase of new jump rails		\$500	\$500	\$ 7,358.00
9-Jun	NC Federation Womens Institute	cost of hall hire and craft supplies		\$260	\$260	\$ 7,098.00

GOVERNANCE

Rangiora-Ashley Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board requires 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 where funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

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

Continued over page

Criteria for application

- Grant applications will be considered every month by the Rangiora-Ashley Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2021 to June 2022) 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.
- Priority is to be given to groups with strong links with the Rangiora-Ashley community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary 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 Rangiora-Ashley Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. 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.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

- Oxford Library & Service Centre, 34 Main Street, Oxford
- Rangiora Service Centre, 215 High Street, Rangiora
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-11-06 / 220530090771

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 30 May 2022

FROM: Jim Gerard, Chairperson Rangiora-Ashley Community Board

SUBJECT: Chair's Diary for May 2022

1. SUMMARY

DATE	EVENT / MEETING
Thursday 5 May	<ul style="list-style-type: none"> • Meeting with Police, Mayor, Cust residents re Boy Racers • Presentation of RACB Annual Plan submission to Council • Friends of Rangiora Town Hall AGM
Tuesday 10 May	<ul style="list-style-type: none"> • Agenda meeting with K Rabe • Rangiora Promotions Association Christmas Party in the Park Committee • Rangiora Promotions Association Board meeting
Wednesday 11 May	<ul style="list-style-type: none"> • Site meeting with staff and residents re Townsend Reserve • Rangiora-Ashley Community Board meeting

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) Receives report No. 220530090771.

Jim Gerard QSO
Chairperson