Agenda

Woodend-Sefton Community Board

Monday 14 August 2023
5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Shona Powell (Chairperson)
Mark Paterson (Deputy Chairperson)
Brent Cairns
Ian Fong
Rhonda Mather
Philip Redmond
Andrew Thompson

WAIMAKARIRI
DISTRICT COUNCIL

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Board Members
WOODEND-SEFTON COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 14 AUGUST 2023 AT 5.30PM.

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

BUSINESS PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION MINUTES

3.1 **Minutes of the Woodend-Sefton Community Board – 10 July 2023**

RECOMMENDATION *7 – 15*

THAT the Woodend-Sefton Community Board:

(a) **Confirms,** as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 10 July 2023.

3.2 **Matters Arising**

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

4.1 **Dog Park – Maria Brooks**

4.2 **Woodend Lions – Jeff Taylor-Hayhurst**

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Woodend and Woodend Beach Entrance Signs – Consultation – Hannah-Rose Belworthy (Greenspace Landscape Architect)**

RECOMMENDATION *16 – 30*

THAT the Woodend-Sefton Community Board:

(a) **Receives** Report No. 230731116061

(b) **Approves** public engagement to be carried out by staff on the three conceptual sign options for Woodend Entrance.

(c) **Approves** public engagement to be carried out by staff on the three conceptual sign options for Woodend Beach Entrance.

(d) **Notes** that engagement is proposed to be carried out in September 2023.

(e) **Notes** staff will engage with the roading team to confirm each location for the proposed signs.

6.2 Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund – Kay Rabe (Governance Advisor)

RECOMMENDATION *31 – 79*

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 230727113642.

(b) **Approves** a grant of $..... to the Coastguard North Canterbury towards upgrading its swift water rescue vessel.

OR

(c) **Declines** the application from the Coastguard North Canterbury.

(d) **Approves** a grant of $..... to the Pegasus Art Show towards printing costs of date stickers, tickets and artists biographies (bios).

OR

(e) **Declines** the application from the Pegasus Art Show.

(f) **Approves** a grant of $..... to the Waimakariri Access Group towards seeding costs to hold an inclusive sports day to occur.

OR

(g) **Declines** the application from the North Canterbury Inclusive Sports Festival.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for July 2023

RECOMMENDATION *80*

THAT the Woodend-Sefton Community Board:

(a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230808120277).

9 MATTERS FOR INFORMATION

9.1. **Rangiora-Ashley Community Board Meeting Minutes 14 June 2023.**

9.2. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 June 2023.**

9.3. **Oxford-Ohoka Community Board Meeting Minutes 5 July 2023.**

9.4. **Rangiora-Ashley Community Board Meeting Minutes 12 July 2023.**

9.5. **Draft Community Outcomes for Public Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.6. **Health, Safety and Wellbeing Report June 2023 – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.7. **Submission Waka Kotahi Bilingual Signage Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.8. **Submission to the Water Services Entities Amendment Bill – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.9. **Elected Member Remuneration and Expenses Policy – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.10. **Stimulus Programme Close Out Report – Report to Utilities and Roading Committee Meeting 18 July 2023 – Circulates to all Boards.**

9.11. **Zone Implementation Programme Addendum Capital Works Programme 2023-24 – Report to Utilities and Roading Committee Meeting 18 July 2023 – Circulates to all Boards.**

Public Excluded

9.12. **Proposed Sale of 198 Swannanoa Road, Fernside – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

9.13. **Proposed Sale of 7 Adian Way, Loburn – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

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

(a) **Receives** the separately circulated public excluded information in items 9.12 and 9.13.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*
2. *Hard copies of the Public Excluded items were circulated to members separately.*

10 MEMBERS' INFORMATION EXCHANGE

81 – 84

10.1 **Ian Fong**

10.2 **Rhonda Mather**

10.3 **Philip Redmond**

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

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

11 CONSULTATION PROJECTS

11.1 Significance and Engagement Policy 2023

https://letstalk.waimakariri.govt.nz/significance-and-engagement-policy-2023

Consultation closes Friday 18 August 2023.

11.2 Waikuku Fire Station Lease

https://letstalk.waimakariri.govt.nz/waikuku-fire-station-lease

Consultation closes Friday 18 August 2023.

11.3 What's Our Future, Canterbury?

https://haveyoursay.ecan.govt.nz/about-our-future-canterbury

Consultation closes Sunday 27 August 2023.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 July 2023: $6,610.

12.2 General Landscaping Fund

Balance as at 31 July 2023: $13,680.

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 11 September 2023 at the Woodend Community Centre, School Road, Woodend.

Workshop

- *General Landscaping*
- *Pegasus Dog Park – H Belworthy (Greenspace landscape Architect)*
- *Members Forum*

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 10 JULY 2023 AT 5.30PM.

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson), B Cairns, I Fong, R Mather, P Redmond, and A Thompson.

IN ATTENDANCE

S Salthouse (General Manager Organisational Development and Human Resources), T Allinson (Senior Policy Analyst), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were two members of the public in attendance.

1 APOLOGIES

Moved: S Powell Seconded: B Cairns

THAT apologies for lateness be received and sustained for M Paterson who arrived at 5:34pm and I Fong who arrived at 5:43pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 12 June 2023

Moved: R Mather Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

(a) **Confirms,** as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 12 June 2023.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 26 June 2023

Moved: B Cairns Seconded: R Mather

THAT the Woodend-Sefton Community Board:

(a) **Receives** the notes of the Woodend-Sefton Community Board Workshop, held on 26 June 2023.

CARRIED

Unconfirmed

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

4.1 Community Outcomes – Temi Allinson (Senior Policy Analyst)

T Allinson gave an overview of the proposed revised community outcomes which would be used in the 2024-34 Long Term Plan and would consider the changes to the Local Government Act in 2019 which put the responsibility of wellbeing on Local Government. Currently there were 15 outcomes with another 55 sub indicators under each outcome. Staff had rationalised and aligned the outcomes to the four wellbeing's, economic, social, cultural, and environmental. The Council had adopted the outcomes for public consultation at its July meeting.

T Allinson gave an overview of the four outcomes:

- Social - a place where everyone can have a sense of belonging (to turangawaewae) and the sub indicators were:
    1. Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
    2. Council commits to minimizing the risk of social harm to its communities.
    3. Housing is available to match the changing needs and aspirations of our community.
    4. Our community groups are sustainable and able to get the support they need to succeed.
    5. Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice and how to live their lives.
    6. People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces.
    7. Our community has reliable access to the essential infrastructure and services required to support community wellbeing.
- Cultural – Where our people are enabled to thrive and give creative expression to their identity and heritage (etangata whakapuawai).
    1. Public spaces express our cultural identities and help to foster an inclusive society.
    2. The distinctive character of our Takiwa, arts and heritage are preserved.
    3. Members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators, or providers.
    4. Waimakariri's diversity is freely expressed, respected, and valued.
    5. There is an environment that supports creativity and innovation for all.
    6. Local arts, culture and heritage are able to make a growing contribution to the community and economy.
- Environmental – that values and restores our environment (hei kaitiaki).
    1. People participate in improving the health and sustainability of our environment.
    2. Land use is sustainable; biodiversity is protected and restored.
    3. Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
    4. Our district transitions towards a reduced carbon and waste district.
    5. The natural and built environment in which people live is clean, healthy, and safe.

Unconfirmed

6. Our communities are able to access and enjoy natural areas and public spaces.

- Economic – supported by a resilient and innovative economy (he ohanga manawaroa).

1. Our district is prosperous and reflects the value of both paid and unpaid work.
2. Infrastructure and services are sustainable, resilient, and affordable.
3. Our district readily adapts to innovation and emerging technologies that support its transition to a circular economy.
4. There are sufficient and appropriate locations where businesses can set up in our district.
5. There are sufficient skills and education opportunities available to support the economy.
6. There is access to meaningful, rewarding, and safe employment within the district.

S Powell asked if staff had met with community groups when revising the outcomes and T Allinson replied that the review had been internal and would now be going out to the community for further input.

P Redmond noted that Council had appointed a hearing panel comprising of himself Councillor Ward and Councillor Goldsworthy.

4.2 **Woodend Lions – Jeff Taylor-Hayhurst**

J Taylor-Hayhurst was not preset for the meeting.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Budget – K Rabe (Governance Advisor)**

K Rabe took the report as read and request clarification on the bullet point which stated, *"if in the event that funds were not spent on a project within the financial year or activity applied for the recipient would be required to return the funding"*. She queried if this point should be removed as if funding was allocated in June there was no way the money would be spent within that financial year and there were other checks and balances to make sure that funding was spent.

After some discussion, the Board agreed to change the wording as follows: *"if in the event that funds were not spent on a project or activity within 12 months of the granting of funds the recipient may be required to return the funding"*.

K Rabe also requested feedback from the Board on the informal financial template to be used for smaller informal groups or for seeding funding. The Management Team had suggested that two officials verified, via signatures, that the figures on the form were correct. R Mather noted that the idea of having signatories was good however pointed out that smaller groups may not have "officials" such as a treasurer.

Unconfirmed

S Powell noted that there were two signatories required on the accountability form so there should be no problem about having two signatories.

M Paterson asked why the Board were taking the required financial forms out of the application. K Rabe explained that when the Board discussed this during the June All Boards Briefing, members had agreed that a lot of smaller informal groups did not have audited accounts, or a formal accounting package and the Boards criteria were cutting those groups out by insisting on financial records. M Paterson believed that if groups did have financial records, then they should be supplying them with their application as financial records were useful in determining if the group was eligible for funding. It was agreed that the clause requesting financial information be retained.

S Powell noted that sometimes when you were looking at the smaller groups it would be helpful to know how many members the group had.

Moved: M Paterson Seconded: R Mather

THAT the Woodend-Sefton Community Board:

(a) **Receives** Report No. 230609084760.

(b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 is $13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.

(c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 is $4,400 and that an amount of $3,210 is expected to be carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of $7,610 for this financial year.

(d) **Approves** the Board's 2023/24 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866) subject to the change to the third last bullet point of the criteria by removing the words "the financial year" and replacing them with "12 months of the date of the event/project".

(e) **Approves** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).

(f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307) subject to the inclusion of two signatories.

(g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

CARRIED

6.2 **Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that the North Canterbury Federation Women's Institute application was on a Rangiora-Ashley Community Board form, as they had originally intended to apply to the Rangiora-Ashley Community Board. However, given the timing of Board meetings the application would not have met the criteria as the event would have already taken place. Whereas the application just met the cut off for the Woodend-Sefton Community Board meeting. The event was also being held at the Sefton Hall, which was in the Boards area, therefore staff had suggested that the application be submit to the Woodend-Sefton Community Board instead. The Waikuku Beach Surf Lifesaving Club was seeking funding towards a new

Unconfirmed

garage door and installation. The Waikuku Beach indoor market was a new group who were looking for some funding to get up and running.

Moved: P Redmond Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 230623093998.

(b) **Approves** a grant of $200 to the North Canterbury Federation Women's Institute towards the cost of hall hire, publicity and tutor fees.

CARRIED

P Redmond commented that this group straddled the boundary with Rangiora-Ashley ward and the event was being held in the Boards area. He believed this was a modest contribution.

When considering the Waikuku Beach Surf Club application, R Mather noted the supplied quote was $3,950.25 however the requested funding was for $4,500 and queried what the extra funds were for. K Rabe was unable to answer.

I Fong suggested that given that the Board had carried over $3,210 from the previous financial year that the Board grant them $3,210. He noted that it was concerning that the Board had not spent its full allocation for the 2022/23 year. M Paterson noted that the Board needed to promote more.

Moved: S Powell Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

(c) **Approves** a grant of $750 to the Waikuku Beach Surf Life Saving Club towards the purchase and installation of a new garage door.

CARRIED

S Powell commented that it was a good organisation and she believed that they had access to other funding for the remainder of the project.

P Redmond supported a grant of $750 as it was the increased amount that the Board had approved, noting that there was no indication that the Board were likely to have an increased allocation therefore the Board had to be cautious when approving grants.

Moved: M Paterson Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

(d) **Approves** a grant of $500 to the Waikuku Beach Indoor Market towards building shelving and display units.

CARRIED

P Redmond abstained

M Paterson commented that it was a new group and the Board needed to support it. He hoped the market was something that they could keep going and anything the Board could do to help was great.

A Thompson commented that it was nice to see the Waikuku Beach hall being used, it was a new group that was creating some activity in Waikuku.

P Redmond believed this was not a community group but rather a private sellers marketing their products. S Powell understood that the stall holders paid a fee to have a stall however it was the organisers of the market requesting funds.

Unconfirmed

7 CORRESPONDENCE

7.1 Council Annual Plan Response Letter

Trim Ref: 220114003526.

Moved: P Redmond Seconded: I Fong

THAT the Woodend-Sefton Community Board:

(a) **Receives** the Annual Plan response letter (Trim Ref: 220114003526)**.**

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for June 2023

Moved: S Powell Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230703098888).

CARRIED

9 MATTERS FOR INFORMATION

9.1. Oxford-Ohoka Community Board Meeting Minutes 7 June 2023.

9.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 May 2023.

9.3. Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.

9.4. July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.

Moved: I Fong Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

(a) **Receives** the information in Items 9.1 to 9.4.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

I Fong

- S Powell asked the status of the Sefton Hall. I Fong replied that the Committee was going well and would be meeting with their architect soon. The site also needed to be surveyed.

P Redmond

- Cones Road meeting on drainage improvements.
- Clarkville Rural Drainage Advisory Group Meeting.

Unconfirmed

- Kaiapoi Promotions Association Fundraiser at Kaiapoi School – with the Chase's Dark Destroyer. 450 attendees.
- Audit and Risk Committee Meeting – Sefton Library rate remission approved, marked increase in LGOIMA requests. March 2023 to May 2023 there was 52 requests, in the same period in 2022 there was 31.
- Council Briefing / Workshop with Waka Kotahi – Lineside Road median barrier, possible side road closures.
- Ronel's Cuppa.
- Facilities and Consents Fee Waiver Subcommittee Meeting – Drafted amendments to Terms of Reference for Community and Recreation Committee and Council approval.
- Central Rural Drainage Advisory Group Meeting.
- Pegasus Residents' Group Meeting – Steering Group established to hold a public meeting.
- Tuahiwi Marae – Tangi for Clare Williams.
- Matt Doocey Meeting – Discussion on Nationals position on speed management plans (to repeal the rule if in government).
- Kaiapoi-Tuahiwi Community Board Meeting.
- Utilities and Roading Committee Meeting.
- Speed Management Plan Workshop.
- Council meeting to adopt Annual Plan – Not all aspects unanimous for example MR873 Development Contribution remissions.
- Canterbury Property Investors Association Forum – Nationals housing policy for landlords.
- District Licensing Committee webinar.
- Chaired Waimakariri Road Safety Group – Various sections represented including road transport, Police, AA (Automobile Association) and SADD (Students Against Dangerous Driving) amongst others.
- Coastal Rural Drainage Advisory Group Meeting.
- Road Reserve Management Policy discussion.
- District Licensing Committee training via Zoom.
- Water Services Entities Amendment Bill submission discussion via Zoom.
- Draft Waimakariri Economic Development Strategy (2024-34) discussion.
- Waimakariri District Council Social Club mid-winter dinner at Pegasus Arms.
- Property Portfolio Working Group meeting – Discussed a number of disposals and strategic acquisitions.
- Integrated Transport Strategy pre-briefing discussion.
- Council Meeting – Dark Sky presentation, appointed to Community Outcomes Hearing Panel, approved Community Board increase in remuneration (Woodend-Sefton Community Board Chair $15,457, Members $7,729).
- Waimakariri Health Advisory Group meeting – Finalized Terms of Reference.
- Corcoran French Kaiapoi Art Expo Opening – Very well attended and high standard of art on display.

Unconfirmed

R Mather

- Attended a Grey Power meeting – she had mentioned at the June Board meeting that they were concerned about the signage at hospitals that it was in Te Reo and not English. They had now extended their concern to the Waimakariri District Council. Membership numbers had dropped by fourteen.

B Cairns

- The Green Philanthropy Fund approached on behalf of the Board, still following up regarding the biodiversity project in Waikuku.
- Increase in Petrol costs – spoke with Gabby from the Kaiapoi Community Wellbeing and there was an increase in the number of food bank requests.
- Attended Feast Matariki – two speakers from Kaiapoi talking about foraging for food and whitebait. Mutton birds were on the decline, instead of eating food they were eating plastic.

11 CONSULTATION PROJECTS

Nil.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 1 July 2023: $7,610.

12.2 General Landscaping Fund

Balance as at 1 July 2023: $13,680.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 14 August 2023 at the Woodend Community Centre, School Road, Woodend.

Unconfirmed

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6:23pm.

CONFIRMED

_____

Chairperson

_____

Date

Workshop

- *Members Forum*

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	230731116061
REPORT TO:	WOODEND-SEFTON COMMUNITY BOARD
DATE OF MEETING:	Monday 14 August 2023
AUTHOR(S):	Hannah-Rose Belworthy, Greenspace Landscape Architect
SUBJECT:	Woodend and Woodend Beach Entrance Signs - Consultation
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek approval from Woodend-Sefton Community Board to allow staff to consult with the community on three different entrance sign concepts for Woodend Entrance and three different entrance sign concepts for Woodend Beach Entrance.

Attachments:

i. Woodend Entrance Concepts
ii. Woodend Beach Entrance Concepts

2. RECOMMENDATION

THAT the Woodend Sefton Community Board:

(a) **Receives** Report No. 230731116061

(b) **Approves** public engagement to be carried out by staff on the three conceptual sign options for Woodend Entrance.

(c) **Approves** public engagement to be carried out by staff on the three conceptual sign options for Woodend Beach Entrance.

(d) **Notes** that engagement is proposed to be carried out in September 2023.

(e) **Notes** staff will engage with the roading team to confirm each location for the proposed signs.

3. BACKGROUND

3.1. The Woodend Sefton Community Board have had an ongoing objective to use their General Landscaping Budget to create welcome signs at the entrances into each community within their ward. This began with the successful process of designing an entrance sign for Waikuku Beach with the community. Following this, the Board allocated $5,330 for a “Welcome to Woodend Beach” entrance sign from their General Landscaping Budget.

3.2. At the time, the Woodend Community Association identified that while there is an existing entrance sign at the southern entrance, there are no signs at the northern entrance or the entrance from Rangiora Woodend Road. The association proposed to the Board that they

could fund and construct two replicas of the existing sign for these locations, this was approved by the Board.

3.3. Unfortunately, the costs associated with the two new signs were not able to be met by the association. A proposal was brought back to the Board to utilise some of their General Landscaping Budget to construct and install the signs. While the Board chose to allocate budget towards the signs, they felt that if they were paying for them, then work should be done on the design to modernise and make it more appealing. The Woodend Sefton Community Board therefore allocated $12,810 for three identical "Welcome to Woodend" entrance signs noting that the southern entrance would need to be updated to match the two new signs.

3.4. There is a Waimakariri Town and Settlement Entrances Strategy, 2019 (TRIM: 190815114357) which guides staff when proposing new signage within our district. Written below are the design principles within the strategy:

Design Principles

The following design principles will underpin all aesthetic and functional treatments for selected entrances.

Principle	Description
Quality	Moderate to high standard of output effect.
Attractiveness	Aesthetically pleasing supporting character and appeal.
Functional	Practical and useful for the purpose they are assigned.
Longevity	Offering a longer term service life.
Durable	Resilient to the effects of the environment, i.e. weather, people, animals, vehicles.
Maintainable	Easily accessible for ongoing care and maintenance.
Affordable	Economical to implement and maintain.

Individual Theming

Individual theming treatments for each town and settlement are best applied across identification and welcome signage, planting palettes and street based art (sculptures). Consistent roading treatments are difficult to apply given the variation of entrance roads and the treatments they can support. While treatments aim to retain the unique character of each community, they will sit within the context of a cohesive district-wide framework as evidenced by this Strategy.

3.5. Staff have referred to this strategy for the conceptual signs proposed for both Woodend Entrance and Woodend Beach Entrance.

4. ISSUES AND OPTIONS

Woodend Entrance Sign

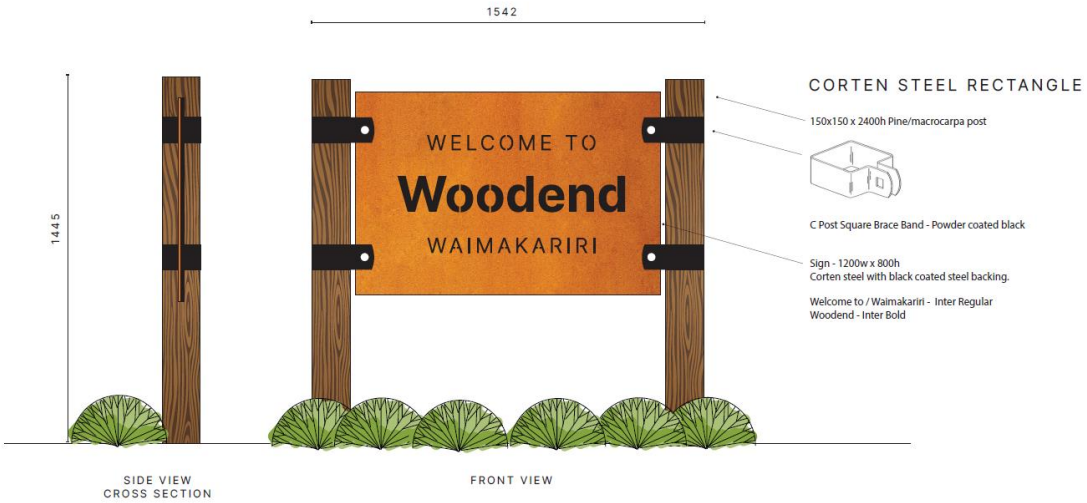
4.1. On the 3rd June 2020, Greenspace staff met with the president of the Community Association (Mark Patterson) along with the Board Chair (Shona Powell) and Ian Kennedy from the Council Roading Team. During this meeting two potential locations were identified on State Highway 1 and one clear location was identified on Rangiora Woodend Road.

4.2. Since then, staff have conceptually designed three entrance sign options for Woodend.

4.3. Design options for Woodend Entrance

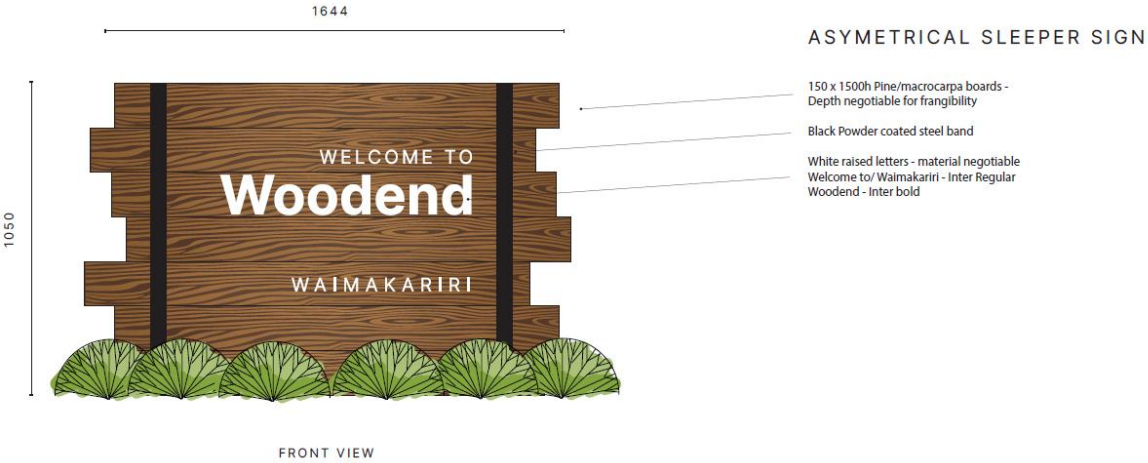
4.3.1. Corten Steel Rectangle

A classic and simple sign design using corten steel with black corten steel backing.



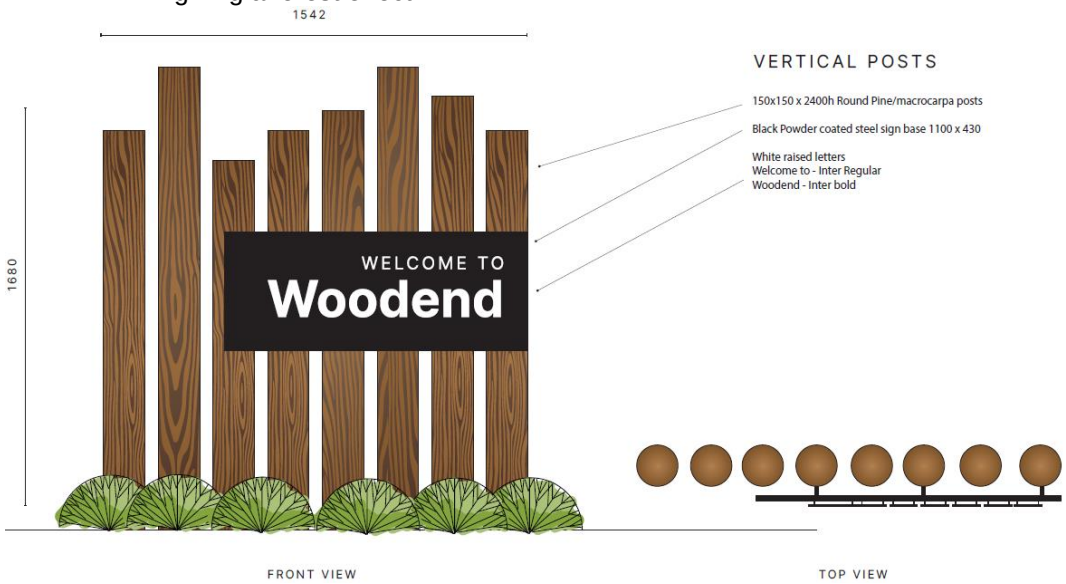
4.3.2. Asymmetrical Sleeper

This design uses irregular horizontal pine/macrocarpa boards stacked up on one another with a contrasting white letter writing.



4.3.3. Vertical Posts

This design uses vertical round pine/macrocarpa posts with slight spacing giving a forest effect.



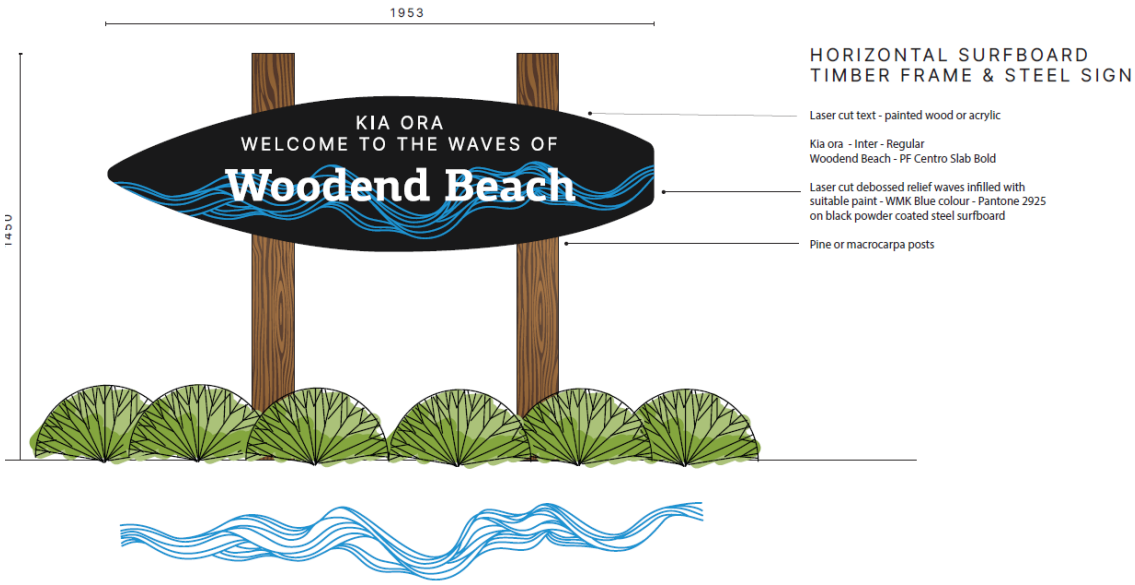
Woodend Beach Entrance Sign

4.4. Staff visited Woodend School on 7th July 2021 and completed a co-design exercise with the students regarding the 'Welcome to Woodend Beach" sign. This generated ideas and drawings which staff then based six final conceptual signs on. On 28th June 2023, staff went back to Woodend School with the six different concepts and asked the students to pick their top two favourite signs which are part of the top three concepts proposed to go to the wider community for consultation. These three options are shown below.

4.5. **Design options for Woodend Beach Entrance**

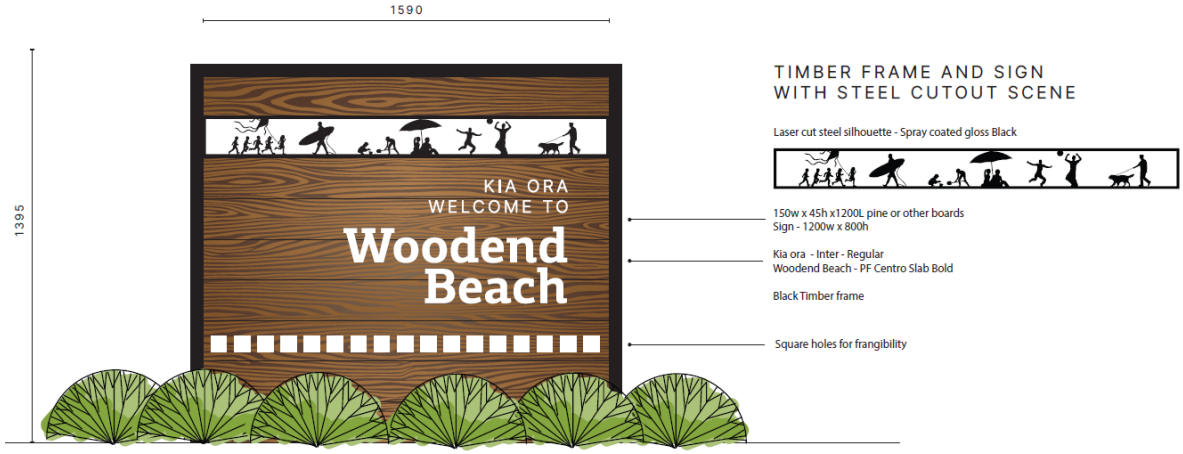
4.5.1. Horizontal Surfboard Sign *(Voted number 1 by Woodend Students)*

This sign uses a 'surfboard' shape with a wave pattern underneath. The phrase "Kia ora Welcome to the waves of Woodend Beach" came from Woodend school.



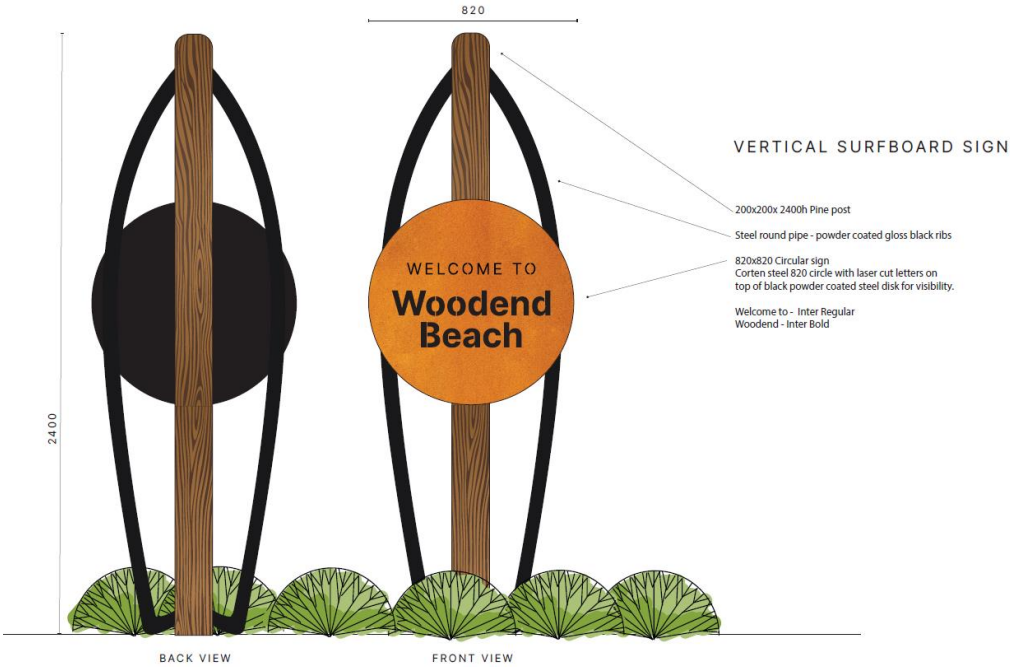
4.5.2. Cut out scene: *(Voted number 2 by Woodend Students)*

This design shows the activities the Woodend school identified at Woodend beach.



4.5.3. Abstract Surfboard Sign: *(WDC Staff Recommended third option)*

This sign takes the outline of the surfboard shape and has circular corten steel sign installed in the centre of the shape.



4.6. The next stage in this process for both sign projects is to identify what the community thinks about these concepts and receive any further design inspiration that the community may wish to put into these designs. This process was previously undertaken successfully with the Waikuku Beach community who took the proposed designs and added ideas which were specific to their community. Staff have identified two options below for the community Board regarding this next stage in the process.

4.7. <u>Option 1: Approval of staff to consult with the community on the above sign options for both Woodend and Woodend Beach entrance ways.</u>

This would involve allowing the community to 'vote' for their preferred sign option on the above concepts presented, along with providing any further design ideas, comments or feedback. Staff would then bring the feedback along with a final concept to the Woodend-Sefton Community Board to make the final decision for both Woodend and Woodend Beach.

This is the recommended option as it allows staff to consult with the community and get a clear idea on which sign option is most preferred. It will also generate additional ideas and comments which will help create a final design which identifies their community.

4.8. Option 2: Decline public engagement and do nothing.

The Woodend-Sefton Community Board may wish to decline the approval of this report and prevent engagement occurring for the Woodend/Woodend Beach entrance signs. This is not the recommended option because there is public interest in these signs, and it is best practice to consult with the community.

4.9. Should consultation be approved, and feedback received. Staff will bring a report back to Woodend-Sefton Community Board to seek approval on the recommended sign concept.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Staff will provide information as part of the consultation process.

5.2. 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.

Woodend School have been engaged in the concept designs for 'Woodend Beach' entrance signs. Staff will directly contact the school on the proposed consultation and encourage the school students and families to participate in giving their feedback.

Woodend Community Association identified the need for additional entrance signs into Woodend. This group will have a keen interest on the proposed concepts and seeing these signs installed. Staff will contact this group and ask for their feedback on the proposed concept designs.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

The community will be informed of the consultation process through social media, advertisements in local newspapers, and announcements on the Council website. The public consultation will be undertaken through the Council's existing online forum (Let's Talk Waimakariri).

The results from the public consultation and the recommended option will be presented back to the Woodend-Sefton Community Board for approval.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no financial implications of the decisions sought by this report. Costing for communication and tools for consultation is estimated at $50 to cover 'Let's Talk' Digital and Physical forms. This will be budgeted In-house.

This budget is included in the Annual Plan/Long Term Plan.
Woodend-Sefton Community Board have allocated funds to build/install these signs from their General Landscaping Budget.

- $12,810 - "Welcome to Woodend" entrance sign x3
- $5,330 - "Welcome to Woodend Beach" entrance sign x1

Staff have been in touch with Hortons Signs to ask if the allocated budget will cover costs for construction and installation based on the concepts above. Hortons have said the pricing is about right, however it will likely not cover the traffic management costs which is estimated at ¼ of the price alone.

Once the design of the signs is confirmed, staff will go back to Hortons to confirm a quote and find out what the potential shortfall is. There is a potential risk that the cost of signs could increase if the design has changed dramatically from public feedback compared to the proposed concepts.

6.2. Sustainability and Climate Change Impacts

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

6.3. Risk Management

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

As both the Woodend and Woodend Beach entrance signs are within the road reserve, there is risk associated with the design and implementation of this project. Staff will work with Council's Roading team to ensure the design meets the approved standards and guidelines so that they do not pose a risk to motorists.

Should a design be approved, Staff will continue to work with the contractor and the Roading Team to ensure that it is installed in a safe manner.

6.4. Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

All signage shall be in accordance with the District Plan and the Signage Bylaw (2012). Additional government and NZTA legislation applies relating to signage but this is dependent on the particular road/location and type of sign being proposed. Therefore Staff will work with our Roading Team who are familiar with this legislation. They will determine a safe location for the signs and any specific details around the signs construction and design to ensure it meet the appropriate legislation.

7.3. **Consistency with Community Outcomes**

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

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

- The Council makes information about its plans and activities readily available.
- The Council takes account of the views across the community including mana whenua.
- The Council makes known its views on significant proposals by others affecting the district's wellbeing.
- Opportunities for collaboration and partnerships are actively pursued.

7.3.2. The distinctive character of our tākiwa – towns, villages and rural areas is maintained.

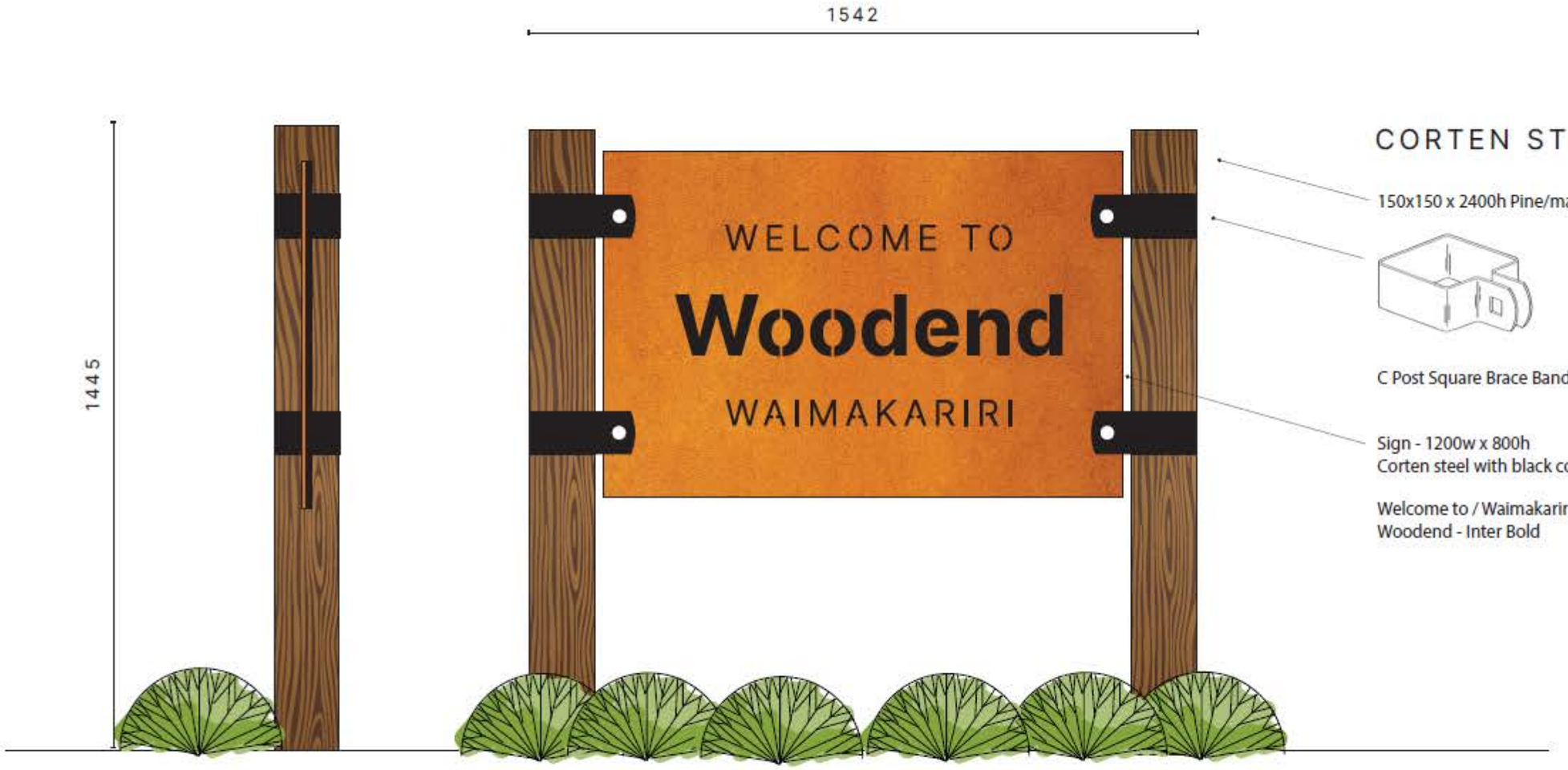
- The centres of our towns are safe, convenient and attractive places to visit and do business.
- Our rural areas retain their amenity and character.

7.3.3. People have wide ranging opportunities for learning and being informed.

- Our people are easily able to get the information they need.

7.4. **Authorising Delegations**

Per Part 3 of the WDC *Delegations Manual*, the Community Boards are responsible for considering any matters of interest or concern within their ward area.



SIDE VIEW
CROSS SECTION

FRONT VIEW

CORTEN STEEL RECTANGLE

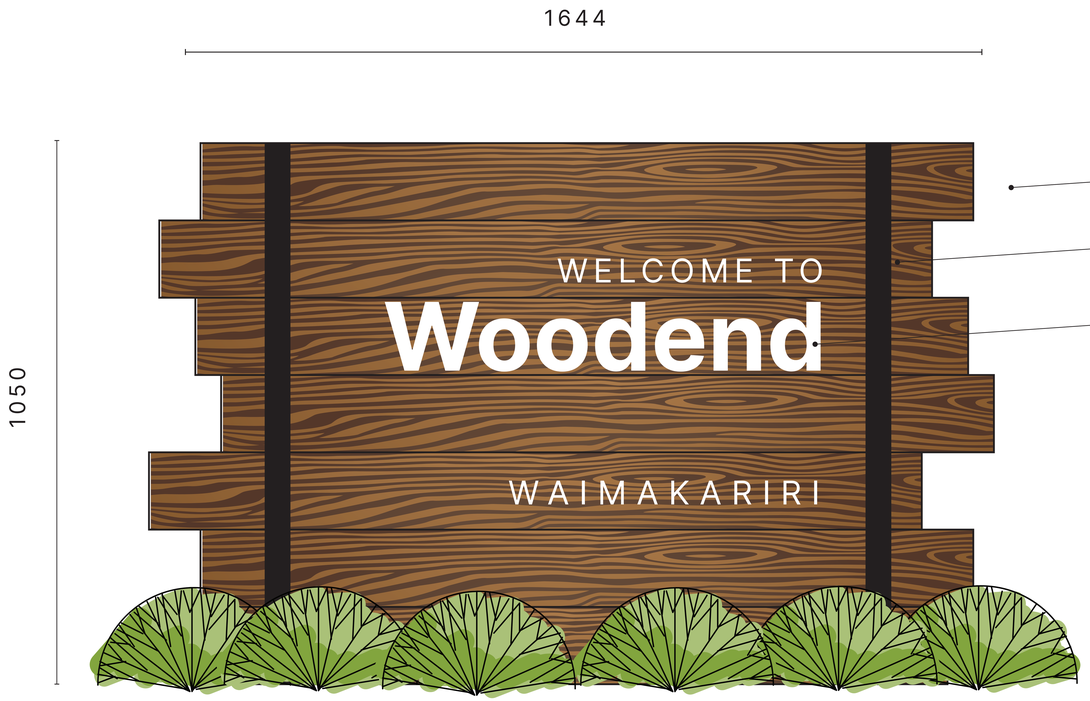
150x150 x 2400h Pine/macrocarpa post

C Post Square Brace Band - Powder coated black

Sign - 1200w x 800h
Corten steel with black coated steel backing.

Welcome to / Waimakariri - Inter Regular
Woodend - Inter Bold

ASYMETRICAL SLEEPER SIGN

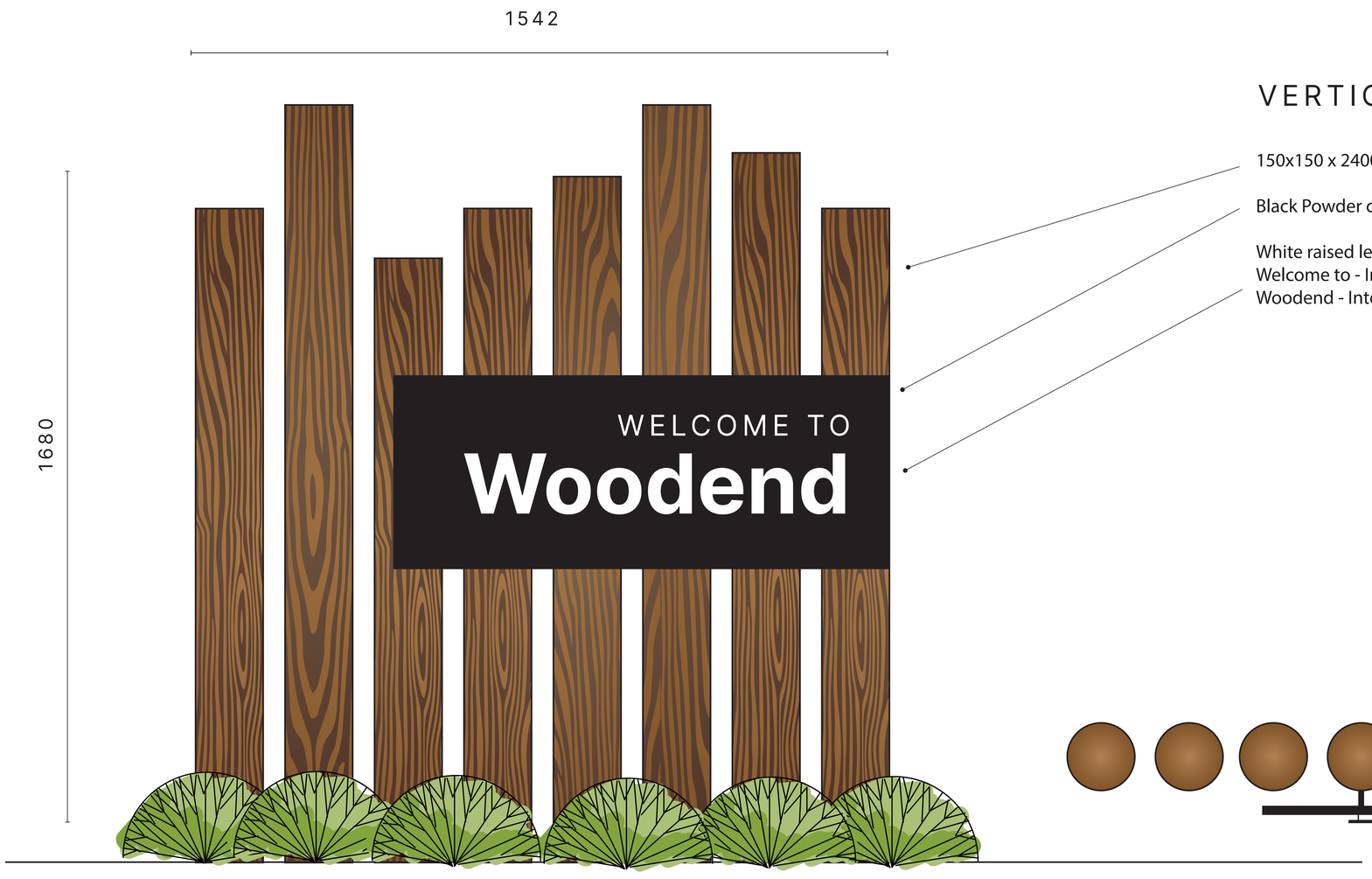


FRONT VIEW

150 x 1500h Pine/macrocarpa boards -
Depth negotiable for frangibility

Black Powder coated steel band

White raised letters - material negotiable
Welcome to/ Waimakariri - Inter Regular
Woodend - Inter bold



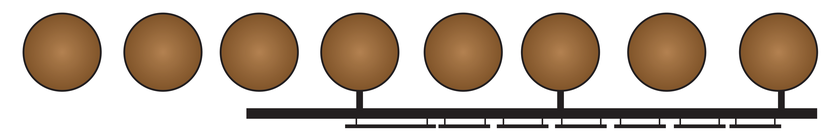
FRONT VIEW

VERTICAL POSTS

150x150 x 2400h Round Pine/macrocarpa posts

Black Powder coated steel sign base 1100 x 430

White raised letters
Welcome to - Inter Regular
Woodend - Inter bold



TOP VIEW

TIMBER FRAME AND SIGN WITH STEEL CUTOUT SCENE

Laser cut steel silhouette - Spray coated gloss Black

150w x 45h x1200L pine or other boards
Sign - 1200w x 800h

Kia ora - Inter - Regular
Woodend Beach - PF Centro Slab Bold

Black Timber frame

Square holes for frangibility

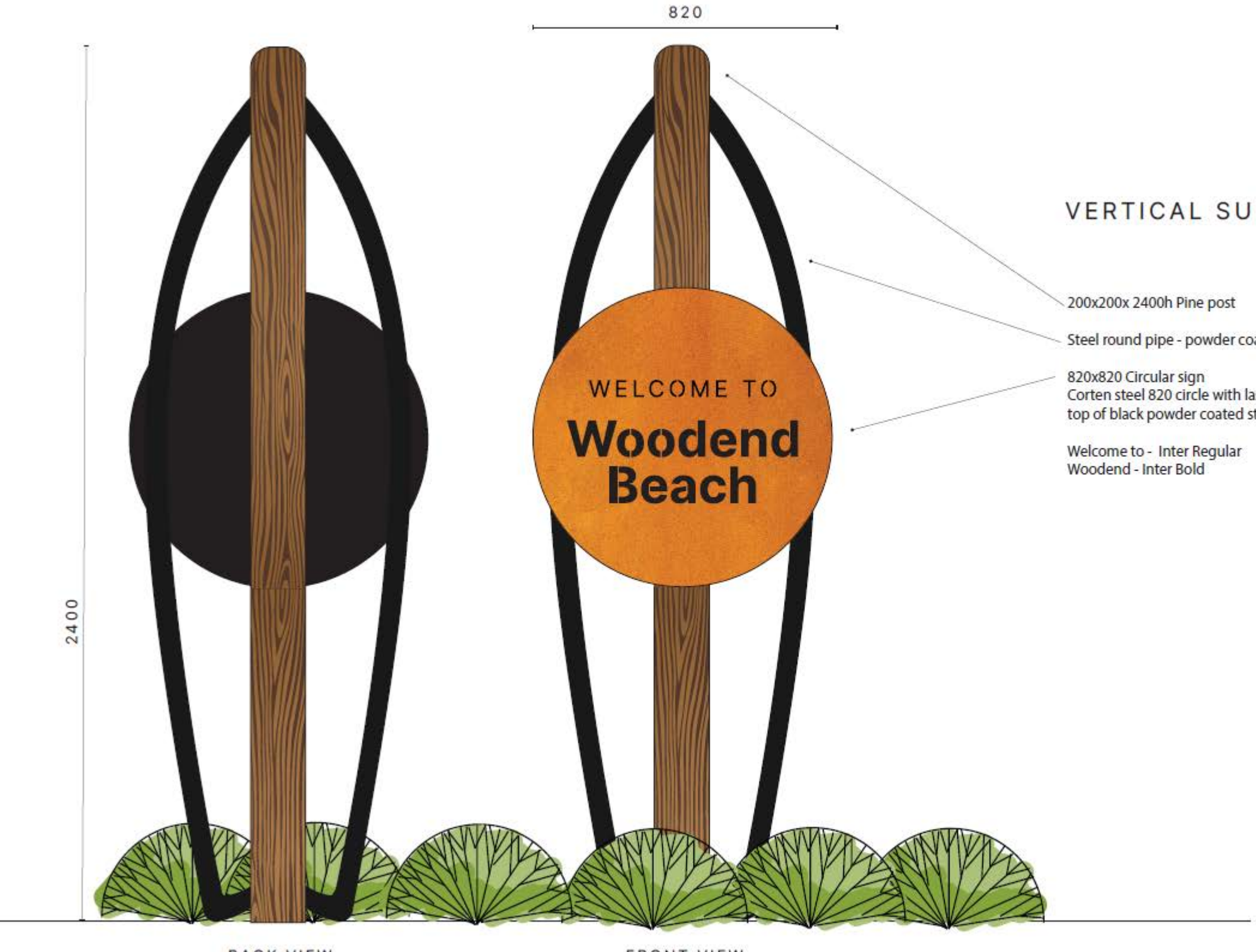
HORIZONTAL SURFBOARD TIMBER FRAME & STEEL SIGN

Laser cut text - painted wood or acrylic

Kia ora - Inter - Regular
Woodend Beach - PF Centro Slab Bold

Laser cut debossed relief waves infilled with suitable paint - WMK Blue colour - Pantone 2925 on black powder coated steel surfboard

Pine or macrocarpa posts



VERTICAL SURFBOARD SIGN

200x200x 2400h Pine post

Steel round pipe - powder coated gloss black ribs

820x820 Circular sign
Corten steel 820 circle with laser cut letters on
top of black powder coated steel disk for visibility.

Welcome to - Inter Regular
Woodend - Inter Bold

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	GOV-26-09-06 / 230727113642
REPORT TO:	WOODEND-SEFTON COMMUNITY BOARD
DATE OF MEETING:	14 August 2023
AUTHOR(S):	Kay Rabe, Governance Advisor
SUBJECT:	Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund

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

General Manager | Chief Executive

1 SUMMARY

1.1 The purpose of this report is to consider the following three applications for funding:

Name of Organisation	Purpose	Amount requested
Coastguard North Canterbury Inc	Towards upgrading its swift water rescue vessel	$500
Pegasus Bay Art Show	Towards printing costs for date stickers, tickets and artists biographies (bios).	$500
Waimakariri Access Group	Towards seeding costs to hold an inclusive sports day	$500
Total:		**$1,500**

Attachments:

i. Application from the Coastguard North Canterbury (Trim Ref: 230629097852).
ii. Application from the Pegasus Bay Art Show (Trim Ref: 230726113327).
iii. Application from the Waimakariri Access Group (230731115162).
iv. Spreadsheet showing previous two years' grants.
v. Board funding criteria 2023/24. (Trim Ref: 210603089821).

2 RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 230727113642.

(b) **Approves** a grant of $..... to the Coastguard North Canterbury towards upgrading its swift water rescue vessel.

OR

(c) **Declines** the application from the Coastguard North Canterbury.

(d) **Approves** a grant of $..... to the Pegasus Art Show towards printing costs of date stickers, tickets and artists biographies (bios).

OR

(e) **Declines** the application from the Pegasus Art Show.

(f) **Approves** a grant of $..... to the Waimakariri Access Group towards seeding costs to hold an inclusive sports day to occur.

OR

(g) **Declines** the application from the North Canterbury Inclusive Sports Festival.

3 BACKGROUND

3.1 ***Coastguard North Canterbury*** is seeking funding to upgrade its swift water rescue vessel.

3.2 The **Pegasus Bay Art Show** is requesting funding towards printing costs for date stickers, tickets and artists bios.

3.3 The **Waimakariri Access Group** is requesting seeding funding on behalf of the North Canterbury Inclusive Sports Group to hold an inclusive sports day to occur.

3.3 The current balance of the 2023/24 Discretionary Grant fund is $6,160.

4 ISSUES AND OPTIONS

Coastguard North Canterbury Inc *(CNZ)*

4.1 After two separate fatal boating accidents on the Waimakariri River bar, a group of volunteers formed the Waimakariri-Ashley Rescue Lifeboat Society in 1978. In 2006 the unit became affiliated to the Coastguard and changed its name to Coastguard Waimakariri-Ashley Lifeboat Inc. In 2018 the name was changed again to the Coastguard North Canterbury to reflect the area of operation.

4.2 The lifeboat station was opened at the end of 1980, having taken two years of voluntary labour to build. It was refurbished and extended in the 1990's to house an upgraded larger vessel, (Kaiapoi 1). The 2010 Canterbury Earthquake damaged the building beyond repair and after temporary shoring it remained in use for two years while a new building was designed, and funds raised. In 2014 the building was started with the opening in April of 2016.

4.3 Due to the extreme weather events experience in New Zealand during the last few years the CNZ has been called on to assist FENZ and New Zealand Police with rescuing people from rivers and from roofs during flooding. This has forced CNZ to review its swift water rescue asset based. CNZ now requires a larger more robust vessel with outboard jets which is more capable of operating in braided rivers, urban flood waters and swift running water. This vessel will need to navigate shallow waters, shingle, and debris in the water. The best boat and motor have been chosen which has proved successful in these conditions.

4.4 As the vessel will be used throughout North Canterbury and further afield if required, it is anticipated that the vessel will be an asset to the whole district and beyond. It was believed that the vessel would benefit not only the victims but also their families and friends giving people the best chance of returning safe to their loved ones. Swift running water and flood waters can be very dangerous, and a bigger more robust vessel is required for keeping both the volunteer rescuers and the victims safe while manoeuvring and navigating rivers.

4.5 The total cost of the project is estimated at $35,948 and CNZ have received $5,000 from the Lion Foundation, $5,000 from Aotearoa Gaming and $8,000 from Kiwi Gaming with funds from the Trusts Community Foundation still to be confirmed. The project will proceed even if the application is unsuccessful. Applications for funding have been sent to all the Community Boards and will be presented in the August 2023 meetings. In September 2018 the CNZ received $500 from each of the Community Boards towards the purchase of a replacement rescue vessel which was launched in 2019 called Kaiapoi Rescue. In the Accountability Form returned was the following comments, *"These funds have contributed to the overall costs of building a new coastguard vessel. The grant from the Board helped us to achieve the target of starting the project prior to Christmas."*

Pegasus Bay School PTA (the Committee)

4.6 The Committee will again be hosting the Pegasus Bay Art Show scheduled to be held from 1 to 3 September 2023, which has gained a reputation for being a high quality, well run exhibition, bringing visitors and artists from the wider Canterbury area to Pegasus. This is an annual event however, due to Covid 19 lockdowns shows have been cancelled for several years.

4.7 The Art Show is a community event and fundraiser with a percentage of commissions from the art sales going back into the school's art programme. The Art Show commences with an official opening on the evening of Friday 1 September which is a ticketed event, and the show will then be open to the general public on the Saturday and Sunday for a gold coin donation entrance fee.

4.8 This event will directly benefit the Pegasus Bay School students as well as the wider community who will attend and enjoy the event. It is estimated that 60% of people attending will be from the Woodend-Sefton area, with the remainder being made up of the other wards in the district and some from Christchurch.

4.9 This is an event which includes the involvement of students, both in assisting in organising and managing the event, as well as exhibiting their artwork produced during the previous term. The students' display always generates fantastic feedback from visitors impressed with the quality of work on display. Funds raised by this show will be used in the school's art programme and could be encouraging the next generation of artists in the district.

4.10 As with previous years, the Committee is also approaching local businesses for sponsorship and is fortunate that New World, Ravenswood has sponsored the event with $5,000, also $500 was set aside from the last show to pay for the panels for displaying the students art.

4.11 The Committee wishes to utilise the funding requested from the Board towards printing costs for date stickers for the corflute signs, tickets and artists bios for the art panels. If this application is unsuccessful the event will still occur, however funding set aside for other aspects may need to be revised.

4.12 Funding granted to the Committee during the last five years is listed below:

Date	**Project**	**Amount**
February 2019	Towards entertainment at the Pegasus Bay Art Show e.g. candy floss machine and bouncy castle	$500
August 2019	Towards hosting the Pegasus Bay Art Show	$500
October 2021	Towards advertising costs (withdrawn)	$500

4.13 All previous Accountability Forms have been received.

Waimakariri Access Group (WAG)

4.14 The Waimakariri Access Group (WAG) were approached by one of its members, Zack Lappin, who is also the co-chair of the Youth Council to assist in planning and running an Inclusive Sports Day at Mainpower Stadium aimed primarily at disabled youth. This is the first time this event will be held, however the intention is to make this an annual event. The aim is to allow youth with disabilities to try out and participate in a number of parasports free of charge. Sports will include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive PRAMA and adaptive REVL GT. The day will also allow other people without disabilities if they would like to get involved.

4.15 Young people with disabilities often find it difficult to be part of sports for a variety of reasons, which can include cost and lack of opportunities nearby, therefore the impact of this opportunity could be lifechanging for both the participants and their families. This event aims to overcome barriers and give the participants a chance to try a variety of sports. It is hoped that local teams could be established for ongoing opportunities for participants to enjoy the physical and mental challenges that sport can provide and teaching them skills that are not easily available by other means.

4.16 Several programmes and groups have shown interest in this event with the intention of including students and young people attending their programmes to enjoy the day. These groups include the Lighthouse Programme, the Chris Ruth Centre in Kaiapoi and the IHC North Canterbury. The goal for these groups is to involve, promote and support inclusivity and participation in the days activities. The Organising Committee has representatives from Parafed Canterbury, Halberg Trust, each of the sports being offered and WAG. Locally it will raise the profile of sports and active opportunities for the disabled.

4.17 WAG is not a Trust or registered charity. The organiser, Zack Lappin is a member of WAG and the group is supporting this initiative as it promotes inclusivity and participation for young people with disabilities. Therefore WAG has agreed to submit this application for funding on behalf of the Organising Committee. While Zack is a Youth Council member and a member of WAG, which are both funded by the Council, he is acting independently of both groups in organising this event, however both the Youth Council and WAG have supported his initiative as it aligns with the goals and aspirations of both groups. Please note that neither the Youth Council nor WAG are funding this event therefore there is no question of other Council based funding being utilised i.e. “double dipping”.

4.18 Although the Organising Committee have received donations of equipment and room hire fees there are still expenses to be met which include snack foods and drinks, an adaptive trainer to ensure that the Revl GT and Prama sessions are safe and fun, a sports photographer to get great action shots, certificates and spot prizes and advertising. While WAG does have some funds in the bank these are earmarked for the development of its own projects which include a checklist for event organisers to ensure events are access friendly and to purchase simulation glasses for locally run workshops to make people aware of the barriers disabled people face on a daily basis.

4.19 The event is scheduled for 29 September from 10.30am to 2.30pm at the Mainpower Stadium. The overall cost is estimated at $3,300 and if this application is unsuccessful the event will proceed however some of the extras may have to be reconsidered. The aim is that there will be no cost to participants other than transport to and from the event. It is WAG’s intention to apply to all of the other community boards i.e Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards for $750 and $500 from Oxford-Ohoka Community Board.

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

4.21 **Implications for Community Wellbeing:**

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

4.22 The Management Team has reviewed this report.

4 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 may be affected by or have an interest in the subject matter of this report.

A swift water vessel being available for local emergencies would be an asset to communities, while a day of culture and art provide enjoyment to all sectors of the community and a day of inclusive sports would benefit the district as a whole.

5.2 Groups and Organisations

There are other groups and organisations likely to be affected by or to have an interest in the subject matter of this report. As mentioned previously, other organisations are involved in the inclusive sports day

5.3 Wider Community

The wider community is likely to be affected by, or to be interested in, this report's subject matter, given that the Coastguard North Canterbury's rescue vessel will give peace of mind during times of flooding and the Pegasus Bay Art show will encourage appreciation of art and culture in the region an inclusive sports day will bring joy and mental wellbeing to those in our community who are often marginalised.

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5 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

The 2023/24 Annual Plan includes budgetary provision for the Woodend-Sefton Community Board to approve grants to community groups up to a total of $4,400 in the 2023/24 financial year. An amount of $3,210 was carried forward from the 2022/23 financial year, thereby bringing the Discretionary Grant Fund to a total of $7,610 for current financial year.

The application criteria specify that grants are generally limited up to $750 with a maximum of $1,000 in any financial year (July to June), however groups can apply twice in a year, providing it is for different projects Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Woodend Sefton Community Board's Discretionary Grant Fund 2023/24 is $6,160.

The Board will only consider granting more than $750 in exceptional circumstances provided that detailed reasons for exceeding the present limit is provided.

6.2 Sustainability and Climate Change Impacts

The recommendations in this report have sustainability and/or climate change impacts as the increase in severe weather events increases the need to rescues during flooding and storms.

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 apply for funding.

6 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 2022/2023

Name of Group: Coastguard North Canterbury Inc

Address: [redacted]

Contact Person within Organisation: Cheryl Moffat

Position within Organisation: Coastguard NZ Regional Manager Southern

Contact phone number: [redacted] Email: [redacted]

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

Having reviewed our swift water rescue asset based on five years experience we need to upgrade our vessel to a larger more robust vessel with outboard jets which is more capable to operating in braided rivers, urban flood waters and swift water. We encounter shallow water, shingle and debris in the water and the boat and motor chosen is proven in these conditions.

What is the timeframe of the project/event date? 31 July to 30 September 2023

Overall Cost of Project: $35,948 Amount Requested: $500

How many people will directly benefit from this project? 65

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

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

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

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

Oxford-Ohoka 25 % Rangiora-Ashley 25 % Woodend-Sefton 25 % Kaiapoi-Tuahiwi 25 %

Other (please specify): Quite difficult to know this as we don't record where the people we rescue live.

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

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

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

North Canterbury people love to get out amongst it in our braided rivers, flooding incidents are increasing and our community needs an effective flood and swift water rescue service.

What is the benefit(s) to your organisation?

Swift and flood water is very dangerous, for the safety of our volunteers undertaking rescues the improved operational ability of this rescue vessel will enable us to provide a better rescue service

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

We have rescued people in the Waimakariri, Ashley, Darfield, Kaiapoi Rivers. In Christchurch during flooding working with Police and FENZ.

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

If yes, name of parent group: Royal New Zealand Coastguard (CNZ)

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

CNZ provides the overarching operating guidelines, safety systems and people support to our volunteer group, alongside some of our funding.

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:

Lion Foundation $5,000; Aotearoa Gaming $5,000; Kiwi Gaming $8,000 confirmed. Trusts Community Foundation $5,000 TBC.

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

If yes, please supply details:

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

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

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

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

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

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

Signed: _____ Date: 2023-06-29

COASTGUARD
NORTH CANTERBURY

29 June 2023

Shona Powell
Chairperson
Woodend Sefton Community Board
C/O Governance Team
Waimakariri District Council
Email: records@wmk.govt.nz

Tēnā koe Steve

Coastguard North Canterbury has reviewed our swift water rescue current assets using the experience gained over the past five years and in discussions with subject matter experts in this area of search and rescue. We have reached the conclusion based on the information provide below that we need to upgrade our rescue vessel for this purpose and purchase a fit for purpose tow vehicle as we currently reply on volunteer vehicles which are not always suitable and available.

PAST RESCUE ISSUES

The 2019 Waimakariri River rescue was undertaken when the rescue helicopter was unavailable. The river had risen quickly from 80 to 1800 Cumecs. The IRB had significant issues on the way up the river to the scene with the motor stopping at least eight times due to the outboard leg/prop hitting the shingle and getting large stones caught between the prop and prop guard. The crew had to clear the obstruction while drifting rapidly downstream.

A 2021 rescue in Darfield identified the shortcomings of the current IRB with an outboard motor. A person was stuck in a tree with a significant amount of swift water surrounding them. The risk assessment completed identified that it was too shallow to launch the IRB, and the debris and trees in the immediate area added to the risk factors for this vessel. An attempt was made to launch the swift water sled, but the current was too strong, and this was abandoned.

RESCUE VESSEL REQUIREMENTS

Operational Areas

- braided rivers
- river gorges
- flood waters in urban and rural locations
- swift water.

General Capacity Requirements

- operated with minimum two crew
- maximum of six people on board (POB)
- launch and retrieve from trailer with two POB
- launch and retrieve by hand up to 100m from water's edge using six people

Coastguard North Canterbury
PO Box 110, Kaiapoi 7644
Charles Street, Kaiapoi
Tel +64 27 776 9500
www.coastguard.nz

- operational in 300mm water

- self-draining deck
- vessel speed up to 20 knots
- redundant form of propulsion
- working space in bow

Vessel Trailer Specifications

- off road capable
- winch
- single axel for maneuverability
- waterproof lighting
- storage locker
- jockey wheel
- tie down straps for vessel for rough terrain
- stone guard for gravel road protection

OPTIONS FOR REPLACEMENT VESSEL

The unit has discussed and investigated options for vessels. There have been rescues, especially the two described above, where we believe that an inflatable jet boat would have provided a safer platform for crew and potentially saved lives. Taking this and the specifications our preferred option is:

Brand: Outback Boats

Model: Extreme 47

Construction: Polyurethane fabric, UV resistant, seams high frequency welded, Dual scuppers

Hull Weight: 80kg (Excluding engine)

Hull Length: 4.7m

Added Extras: Roll Bar,

Pros:

- Designed and Manufactured in New Zealand
- Polymer protective laminate on bottom means high wear, abrasion and puncture resistance
- Highly transportable
- Twin tube design means high freeboard, crew protection
- 4.7m boat is beamy and highly stable

- Inflatable floor means boat has very little draught and therefore require very little water to operate in.
- Purpose Designed hull for swift water and shallow water operation
- Hull is manoeuvrable and predictable
- Easily operated as a raft, secondary Propulsion with paddles
- Large scuppers mean the boat regains stability quickly should a wave come over the front.
- Inflatable boat retains buoyancy regardless of its orientation.

Cons:

- Not a high-speed vessel, longer duration to go up river flows compared to standard jet boat
- Protection from the elements is minimal to non-therefore crew welfare must be monitored. Note you can option a front "Windshield" but restricts bow working platform to nil
- Lightweight boat can be susceptible to high winds, especially when lightly loaded.
- Inflatable hull can be vulnerable to sharp underwater objects, particularly in still water where the object has no tell.

MOTOR PACKAGE

Model: TBC

Type: 50 hp 2 Stroke

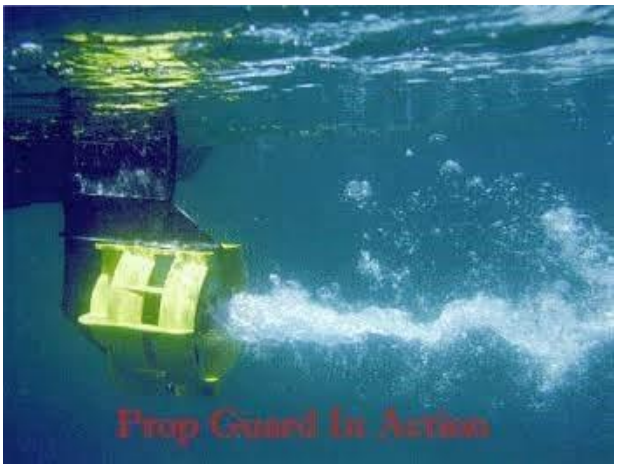
Steering: Tiller

Propulsion: Jet

Addons: Electric Start, Muffler

Pros

- Shallow water ability with proven reliability
- Significantly better versatility than a propeller based outboard
- Zero draft below the hull vs 14 inches with a prop (in flood response this is critical)
- Commonly available



- Locally serviceable
- Electric start means any debris sucked onto the intake screen can be dropped by stopping the motor and restarting it instantly
- Two stroke means lightweight and portability

Cons

- It's common for people to discuss a 30% propulsion reduction for a given powerhead – this is to do with the change in water direction through the pump and is mitigated by an uprated powerhead to provide the equivalent output
- Factory reverse is basic and relatively ineffective – necessitating fitment of an aftermarket reverse duct like our larger inboard jets completely mitigating it as an issue.

CONCLUSION ON VESSEL NEEDS

This package is lightweight, cost effective, highly manoeuvrable, locally available at short notice with proven performance and reliability. Will it do everything we need? No but no one boat will because swift water rescue is a very dynamic environment. This package is considered the most appropriate starting point to build our asset base for our Swift Water Rescue team. There may be environments and cases where a rigid hull or a larger jet-propelled rescue vessel may be the better option. The development of our assets needs to be strategic and we believe this package is the right starting point. One key point to make is that in the argument for jets vs props all propulsion systems require management by a skipper, whilst a jet can ingest debris, it is very seldom ever damaged by it. In moving water environments this is less common as debris has inertia but in still water environments this is mitigated by the fact that simply stopping the motor is usually enough to release such debris.

While the alternative vessel option quoted is less cost it does not fully meet our operational requirements.

FUNDING FOR PROJECT

We are seeking funding from local trusts towards the rescue vessel as the cost of the tow vehicle is greater.

Expenses	
Outback Boats - Extreme 47 Red 50 two stroke - Rescue Vessel	$35,948
Fuso Canter 4WD Crew cab tow vehicle	$130,000
Total Cost	**$165,948**

Proposed Funding

Rescue Vessel		
Kaiapoi Tuahiwi Community Board	$500	
Woodend Sefton Community Board	$500	
Rangiora Sefton Community Board	$500	
Oxford Ohoka Community Board	$500	
Lion Foundation	$5,000	Confirmed
Aotearoa Gaming Trust	$5,000	Confirmed
Trusts Community Foundation	$5,000	
Kiwi Gaming Foundation	$8,000	Confirmed
	$25,000	
Tow Vehicle		
Coastguard New Zealand	$60,000	Confirmed
Coastguard New Zealand	$50,000	Further application
Coastguard North Canterbury	$30,000	Asset Replacement Fund
	$140,000	
Total Funding	**$165,000**	

BACKGROUND TO COASTGUARD INVOLVEMENT IN SWIFT WATER RESCUE

In July 2017 Christchurch city experienced a flooding event and Coastguard North Canterbury were tasked by Civil Defence to assist with rescuing people from flooded homes using their IRB. Following that initial tasking Canterbury Police SAR Squad again requested their assistance in November that year when two vehicles were stuck on the Waimakariri River during a flooding event with eight people needing rescuing from the roofs. April 2018 a further tasking from Police to assist a vehicle with seven people of the roof is swift flowing Ashley River. In May 2019 Police again tasked the unit to rescue five people stuck on a shingle bank in the Rakaia River.

It became obvious that this kind of request for assistance was not a 'one off' and discussions with Police confirmed that they viewed Coastguard North Canterbury as a key resource for flood and swift water rescue the area.

These rescues while successful, highlighted the need for further training in swift water and flood rescue situations as volunteers felt unprepared to deal with the conditions and risks of these environments. With the support of Coastguard Southern Region, the unit sought expert advice and contacted Dr Steve Glassey, Director of the Public Safety Institute of NZ.

These discussions identified that the training and equipment we had for normal Coastguard operations was not suited to work in a swift water and flooding environment.

In October 2019 two experienced volunteers attended and extensive four-day International Technical Rescue Association accredited course held in Manawatu with introduced them to swift water rescue across responder and technician levels, and with specialised vehicle rescue techniques. Further training for other volunteers took place in Canterbury in March and June 2020 enabling the development of a Swift Water Rescue Squad within the unit.

In early 2020 grant funding of $11,000 was obtained for the purchase of specialist equipment suitable for this type of rescue activity. Since then we have continued to develop the squad and are working with New Zealand Search & Rescue as part of the nationwide development of resources for swift water rescue.

THANK YOU FOR YOUR CONSIDERATION OF OUR FUNDING REQUEST.

Coastguard North Canterbury is a group of 29 dedicated volunteers who give over 1,200 hours annually to provide search and rescue in our community. The operate both along the North Canterbury coast and down to Banks Peninsula to back up other Coastguard units; and in the unique braided rivers around Canterbury from the Rakia in the south to the Waimakariri and further north and west. We are the only team undertaking this work to assist Police and other emergency services locally.

Your support to provide our swift water team of volunteers with a rescue vessel that is safer and better equipped to undertake this life saving work.

Please contact me if you require further information.

Ngā mihi

Cheryl Moffat
Regional Manager Southern
on behalf of Coastguard North Canterbury Board

Balance Sheet

Coastguard North Canterbury Incorporated
As at 31 May 2023

	31 MAY 2023	31 MAY 2022
Assets		
Bank		
Westpac Cheque Account	99,995 60	44,141 32
Westpac Sav ngs Account	51,153 47	50,436 48
Total Bank	**151,149.07**	**94,577.80**
Current Assets		
Accounts Rece vab e6	450 00	
Total Current Assets	**450.00**	
Fixed Assets		
Accumu ated Deprec at on Furn ture & F tt ngs	(5,569 20)	(7,018 24)
Accumu ated Deprec at on Off ce Equ pment	(7,589 44)	(7,258 22)
Accumu ated Deprec at on SAR Equ pment	(16,889 28)	(16,505 40)
Accumu ated Deprec at on Vesse s	(122,055 62)	(118,619 97)
Accumu ated Deprec at on Bu d ng	(144,166 80)	(142,054 46)
Bu d ng	1,260,274 87	1,260,274 87
Furn ture & F tt ngs	16,009 12	14,976 69
Off ce Equ pment	12,981 28	11,850 86
SAR Equ pment	30,389 31	30,389 31
Vesse s	491,035 52	491,035 52
Total Fixed Assets	**1,514,419.76**	**1,517,070.96**
Total Assets	**1,666,018.83**	**1,611,648.76**
Liabilities		
Current Liabilities		
Accounts Payab e8	1,999 41	696 10
GS	(1,119 93)	(256 73)
Total Current Liabilities	**879.48**	**439.37**
Total Liabilities	**879.48**	**439.37**
Net Assets	**1,665,139.35**	**1,611,209.39**
Equity		
Current Year Earn ngs	56,966 24	(41,484 43)
Reta ned Earn ngs	1,608,173 11	1,652,693 82
Total Equity	**1,665,139.35**	**1,611,209.39**

Profit and Loss against Budget

Coastguard North Canterbury Incorporated
For the 11 months ended 31 May 2023

	YTD ACTUAL	OVERALL BUDGET	VAR ANCE
Operating Income			
Bequests & Legac es	23,167 00		23,167 00 ↑
Coastguard LGB Grant Adm n Operat ons	3,040 00	2,800 00	240 00 ↑
Coastguard LGB Grant R&M Re mbursement	2,719 00	3,500 00	(781 00) ↓
Coastguard LGB Grant ra n ng	1,200 00	2,000 00	(800 00) ↓
Coastguard Membersh p Com ss ons	5,434 78	3,000 00	2,434 78 ↑
Comm ss on on Sa e of CNZ Lottery ckets	234 78	700 00	(465 22) ↓
Donat ons from CNZ	10,300 00	10,000 00	300 00 ↑
Donat ons Rece ved	8,253 00	5,000 00	3,253 00 ↑
Fundra s ng ncome		1,000 00	(1,000 00) ↓
Grants Operat ons	9,000 00	7,000 00	2,000 00 ↑
nterest Rece ved	1,507 79		1,507 79 ↑
Other ncome	869 57		869 57 ↑
Rent Rece ved	991 31	500 00	491 31 ↑
Search & Rescue Re mbursements	6,103 92	4,000 00	2,103 92 ↑
Un t Membersh p Subscr pt ons	434 75	250 00	184 75 ↑
Total Operating Income	**73,255.90**	**39,750.00**	**33,505.90**
Operating Expenses			
Advert s ng	446 82		446 82 ↑
Aud t Rev ew Fees	940 00	950 00	(10 00) ↓
Bank Charges	0 38		0 38 ↑
C ean ng	1,092 03	70 00	1,022 03 ↑
CNZ Conference Attendance Costs	1,050 00	600 00	450 00 ↑
Equ pment Purchases Low Cost	1,576 04	600 00	976 04 ↑
Genera Expenses	366 17	250 00	116 17 ↑
L ght, Heat & Power	2,512 75	2,000 00	512 75 ↑
Motor Veh c e Expenses	61 22		61 22 ↑
Pr nt ng and Stat onery		100 00	(100 00) ↓
Repa rs & Ma ntenance Boat	952 19	5,000 00	(4,047 81) ↓
Repa rs & Ma ntenance Bu d ngs	1,154 07	2,000 00	(845 93) ↓

	YTD ACTUAL	OVERALL BUDGET	VAR ANCE
Repa rs & Ma ntenance Equ pment	864 80		864 80 ↑
Repa rs & Ma ntenance Genera	130 43		130 43 ↑
Repa rs & Ma ntenance Veh c es	845 12		845 12 ↑
Subscr pt ons & L cences	364 94	250 00	114 94 ↑
e ephone, Fax, nternet and o s	1,464 00	1,800 00	(336 00) ↓
Vesse Expenses	1,119 17	1,000 00	119 17 ↑
Vesse Fue & O	5,024 53	3,500 00	1,524 53 ↑
Vo unteer Expenses	9,482 50	2,000 00	7,482 50 ↑
Total Operating Expenses	**29,447.16**	**20,120.00**	**9,327.16**
Operating Surplus / Deficit	**43,808.74**	**19,630.00**	**24,178.74**
Other Income			
Cap ta Grants	13,000 00		13,000 00 ↑
Deprec at on Recovered on Sa e of Assets	157 50		157 50 ↑
Total Other Income	**13,157.50**		**13,157.50**
Net Surplus / Deficit	**56,966.24**	**19,630.00**	**37,336.24**

QUOTATION

Date: **18/05/2023**

To: **Coastguard North Canterbury inc**
P.o.Box 110
Kaiapoi 7644

OUTBACK BOATS

WHERE THE JOURNEY STARTS

Date: 14/04/2023

Item	Description	Retail (ex gst)	Your price (ex gst)
1	**Extreme 47 Red 50 2-stroke Package** • 4.7m Red Jet Tunnel Hull • NZ Made • Manufactured from polyurethane fabrics, high frequency welded • Two pad bench seats • Patch kit • Foot pump • Tohatsu 50hp 2-stroke motor 15inch, manual trim, premix. • Outboard Jet with stainless impeller • Propeller and gearbox included • Polyurethane intake	$25,652	$23,087
2	**Electric starter installed with battery fitted under engine cowling**	$1,261	$1,135
3	**Muffler fitted**	$1,435	$1,291
4	**Upgrade the standard tiller to a tiller with forward/reverse and the key start on the tiller**	$1,174	$1,174
5	**Alloy trailer with mag wheels, mag spare, 12months rego and wof**	$7,391	$6,652
6	**Freight boat and motor only $500**		
7	**Freight complete package with trailer $2,000 approximately, Icon Brands maybe able to help to get this cost down?**		
8	**Roll bar pictured on Facebook**	$2,609	$2,609

Outback Boats
45 Manuka St Taupo, 021 677 822
sales@outbackboats.nz
www.outbackboats.nz

$35,947.83
$5,392.17 GST
$41,340.00

Performance Report

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

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Entity Information

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

Legal Name of Entity

Coastguard North Canterbury Incorporated

Entity Type and Legal Basis

Incorporated Society

Registration Number

CC46958

Entity's Purpose or Mission

Coastguard's mission is to be the 'go to' people for marine safety, education and search & rescue.
We do this by:
- providing 24/7 marine search and rescue capabilities using volunteers
- provide non-urgent assistance to the public and Coastguard members
- recruit, train and support volunteers to meet our minimum crewing requirements, as well as our non-operational needs to manage our unit.

Entity Structure

Governance Structure
Our constitution states that our board shall comprise of the President, Vice President, Secretary & Treasurer and up to five (5) elected members for specific roles as set our in the regulations. The board is responsible for determining strategies, policies and financial arrangements of and for the unit.

Operational Structure
The board acts as the management committee of the unit.

Main Sources of Entity's Cash and Resources

Coastguard North Canterbury Inc charges Police on an hourly basis for emergency search and rescue operations. We also receive a share of Lottery Grants Board funding and reimbursements for training repairs and maintenance costs from the Service Level Agreement Coastguard New Zealand has with the government. We sometimes receive income from providing a safety boat service, and have a contract with Ecan to provide launch warden services.

Main Methods Used by Entity to Raise Funds

We receive donations from individuals, businesses and other community groups. Our volunteers sell Coastguard lottery tickets each summer and receive a commission for these sales from Coastguard New Zealand. We apply for grants from trusts to fund our activities.

Entity's Reliance on Volunteers and Donated Goods or Services

Volunteers undertake all the governance, management and operational roles for our organisation.

Contact Details

Physical Address: Charles Street, Kaiapoi
Email: nc.president@coastguard.nz
Website: www.coastguard.nz

Postal Address: PO Box 110, Kaiapoi 7644
Phone: 03 327 6913

Approval of Performance Report

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

The Board Members is pleased to present the approved performance report including the historical financial statements of Coastguard North Canterbury Incorporated for year ended 30 June 2022.

APPROVED

President

Date 27 AUG 2022

Treasurer

Date 27 AUG 2022

UNAUDITED
ASHTON WHEELANS

Statement of Service Performance

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

We have saved lives at sea by responding to all Police and Maritime New Zealand Rescue Coordination Centre emergency calls, and provided non-urgent assistance to the public and Coastguard members.

Our volunteer have participated in training and achieved their qualifications goals. We have ensured our rescue vessel and other resources are well maintained and meeting the operational safety requirements of our regulators.

	2022	2021
Description and Quantification of the Entity's Outputs		
Volunteer Numbers	29	23
Volunteers achieving Coastguard CRV Crew Training Qualifications		
ISC Master	-	1
ISC Master revalidation	1	-
Senior Operational Certificate	-	1
Operational Certificate	-	2
Trainee Certificate	-	2
Total Volunteer Hours		
Training Hours	1,227	1,438
Fundraising Hours	71	71
Maintenance Hours	345	396
Public Education Hours	54	163
Administration Hours	362	323
MOSS and Health & Safety Hours	42	30
Search & Rescue Operational Hours	-	216
Non-urgent Assistance Hours	-	39
Total Total Volunteer Hours	2,101	2,676
Rescue Operations		
Police / RCC search and rescue operations	12	14
Non-urgent assistance operations	7	4
Total people saved, rescued or assisted	20	30
Fatalities attended	1	-

Statement of Financial Position

Coastguard North Canterbury Incorporated
As at 30 June 2022

'What the entity owns?' and 'What the entity owes?'

	NOTES	30 JUN 2022	30 JUN 2021
Assets			
Current Assets			
Bank accounts and cash	5	102,522	79,768
Accounts Receivable		1,355	483
Goods and services tax		-	1,880
Total Current Assets		103,877	82,131
Non-Current Assets			
Fixed Assets	6	1,507,105	1,571,315
Total Non-Current Assets		1,507,105	1,571,315
Total Assets		1,610,982	1,653,447
Liabilities			
Current Liabilities			
Accounts Payable		1,875	753
Goods and services tax		934	-
Total Current Liabilities		2,809	753
Total Liabilities		2,809	753
Net Assets		1,608,173	1,652,694
Accumulated Funds			
Current Years Earnings		(44,521)	(37,772)
Retained Earnings		1,652,694	1,690,466
Total Accumulated Funds		1,608,173	1,652,694

UNAUDITED
ASHTON WHEELANS

This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Financial Performance

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

'How was it funded?' and 'What did it cost?'

	NOTES	2022	2021
Revenue			
Donations, Grants & Fundraising	1	34,556	64,721
Coastguard Membership Commissions & Subscriptions		5,833	718
Revenue from Providing Goods & Services	2	5,565	3,850
Interest Income		101	38
Other Revenue	3	27,465	17,617
Total Revenue		73,521	86,943
Expenses			
Cost of Providing Goods & Services	4	42,376	47,891
Capital Loss on Disposal of Fixed Assets		-	2,261
Total Expenses		42,376	50,152
Surplus / (Deficit) for the Year Before Depreciation		31,145	36,791
Depreciation			
Depreciation		75,666	74,563
Total Depreciation		75,666	74,563
Net Surplus/(Deficit) for the Year		(44,521)	(37,772)

UNAUDITED
ASHTON
WHEELANS

This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Cash Flows

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

'How the entity has received and used cash'

	NOTES	2022	2021
Cash Flows from Operating Activities			
Donations, Grants & Fundraising		17,687	23,955
Capital Grants and Donations		-	18,730
Coastguard Grants & Reimbursements		17,761	22,613
Fees, subscriptions and other receipts from members		5,488	1,225
Receipts from providing goods or services		6,883	3,945
Interest Received		101	38
Other Revenue		625	3,161
GST		2,615	2,389
Payments to suppliers and employees		(16,951)	(43,590)
Total Cash Flows from Operating Activities		**34,209**	**32,465**
Cash Flows from Investing and Financing Activities			
Receipts from sale of property, plant and equipment		3,616	2,626
Payments to acquire property, plant and equipment		(15,071)	(31,842)
Total Cash Flows from Investing and Financing Activities		**(11,456)**	**(29,216)**
Net Increase/(Decrease) in Cash		**22,754**	**3,249**
Bank Accounts and Cash			
Opening cash		79,768	76,519
Closing cash	5	102,522	79,768
Net change in cash for period		**22,754**	**3,249**

UNAUDITED

ASHTON WHEELANS

This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Accounting Policies

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

Basis of Preparation

Coastguard North Canterbury Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than $2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Coastguard North Canterbury Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short-term deposits) with original maturities of 3 to 6 months.

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Cost includes expenditure that is directly attributable to the acquisition of the item. Depreciation is calculated using the maximum rates permitted by the Income Tax Act 2007, on a diminishing value basis, which also reflect the committees' estimates of the useful life of each asset.

Depreciation is charged at the following rates:

Buildings	0 - 20% DV
Furniture & Fittings	12 - 30% DV
Office Equipment	25 - 50% DV
SAR Equipment	5 - 48% DV
Vessels	10 - 33% DV

Grant Income

Grants received are recognised as revenue unless specific conditions attached to the grant and repayment of the grant is required where these conditions are not met. In these cases the grant is treated as a liability (grants received in advance) until these conditions are met.

Donated Goods and Services

Donated goods and services in kind are recognised if their values are readily obtainable. Donated assets with useful lives over 12 months or more are recorded on receipt.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

UNAUDITED
ASHTON WHEELANS

Notes to the Performance Report

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

	2022	2021
1. Donations, Grants, and Fundraising		
Donations and Grants		
Donations Received	3,194	19,532
Grants		
Community Organisation Grants Scheme	2,000	2,000
Rata Foundation	7,660	-
Total Grants	9,660	2,000
Total Donations and Grants	12,854	21,532
Coastguard Donations, Grants and Reimbursements		
Coastguard Donations	11,370	10,288
Coastguard - Administration & Operations (LGB)	2,872	5,000
Coastguard - Repairs & Maintenance Reimbursements (LGB & SLA)	2,719	5,263
Coastguard - Training Reimbursement (LGB & SLA)	800	2,062
Total Coastguard Donations, Grants and Reimbursements	17,761	22,613
Fundraising Income		
Commission on Sale of CNZ Lottery Tickets	3,942	703
Fundraising Income	-	1,143
Total Fundraising Income	3,942	1,846
Capital Grants and Donations		
The Southern Trust	-	9,000
NZ Community Trust	-	9,730
Total Capital Grants and Donations	-	18,730
Total Donations, Grants, and Fundraising	34,556	64,721

	2022	2021
2. Revenue from Providing Goods & Services		
Rescue Vessel Operations		
Search & Rescue Reimbursements	5,565	3,850
Total Revenue from Providing Goods & Services	5,565	3,850

	2022	2021
3. Other Revenue		
Gift in Kind	26,660	14,840
Other Income	-	2,255
Rent Received	543	243
Unit Membership Subscriptions	261	278
Total Other Revenue	27,465	17,617

UNAUDITED
ASHTON WHEELANS

4. Cost of Providing Goods & Services

	2022	2021
Vessel Expenses		
Repairs & Maintenance	2,043	4,218
Subscriptions & Licenses	159	245
Vessel Expenses	-	812
Vessel Fuel & Oil	1,739	2,435
Total Vessel Expenses	3,941	7,710
Operating Expenses		
Cleaning	89	70
Equipment Purchases - Low Cost	20,942	19,377
General Expenses	-	108
Insurance	6,210	-
Light, Heat & Power	2,627	2,421
Motor Vehicle Expenses	-	314
Repairs & Maintenance	2,127	550
Subscriptions & Licenses	312	272
Telephone, Fax, Internet and Tolls	1,580	1,807
Volunteer Expenses	1,153	3,168
Total Operating Expenses	35,041	28,087
Administration Expenses	2,080	2,456
Building Expenses	1,314	9,638
Total Cost of Providing Goods & Services	42,376	47,891

5. Bank accounts and cash

	2022	2021
Westpac Cheque Account	52,063	29,386
Westpac Savings Account	50,459	50,382
Total Bank accounts and cash	102,522	79,768

6. Fixed Assets

2022	Cost	Opening Value	Purchases	Disposals	Depreciation	Closing Value
Buildings	1,260,275	1,141,456	-	-	25,348	1,116,108
Furniture & Fittings	14,977	5,300	3,616	3,616	1,044	4,256
Office Equipment	11,851	7,480	756	-	3,974	4,261
SAR Equipment	30,389	6,872	10,700	-	4,072	13,500
Vessels	491,036	410,208	-	-	41,228	368,980
Total	**1,808,527**	**1,571,315**	**15,071**	**3,616**	**75,666**	**1,507,105**

UNAUDITED
ASHTON WHEELANS

2021	Cost	Opening Value	Purchases	Disposals	Depreciation	Closing Value
Buildings	1,260,275	1,167,506	-	-	26,050	1,141,456
Furniture & Fittings	11,361	3,745	2,340	-	786	5,300
Office Equipment	11,095	786	7,195	-	501	7,480
SAR Equipment	21,233	4,709	3,811	297	1,351	6,872
Vessels	510,249	442,178	18,496	4,590	45,876	410,208
Total	**1,814,214**	**1,618,924**	**31,842**	**4,887**	**74,563**	**1,571,315**

7. Audit

The attached performance report have not been subject to Audit.

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2022 (Last year - nil).

9. Commitments

There are no commitments as at 30 June 2022 (Last year - nil).

10. Related Parties

Coastguard North Canterbury Incorporated is one of the 61 Coastguard unit members of Coastguard New Zealand. Coastguard North Canterbury Incorporated received grants and reimbursements from Coastguard New Zealand (Note 1).

11. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

12. Ability to Continue Operating

There is no reason to believe that Coastguard North Canterbury Incorporated will not continue to serve its community for the foreseeable future.

UNAUDITED
ASHTON WHEELANS

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Members of Coastguard North Canterbury Incorporated

We have reviewed the accompanying Performance Report (Financial statements only) of Coastguard North Canterbury Incorporated (the Entity) on pages 4 and 6 to 12, which comprise the statement of financial position as at 30 June 2022, the statement of financial performance and the statement of cash flow for the year ended, and a summary of significant accounting policies and other explanatory information.

The Board Members' Responsibility for the Performance Report

The Board is responsible on behalf of the Entity for

a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance.

b) the preparation and fair presentation of the performance report which comprises:
   - the entity information;
   - the statement of service performance; and
   - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report

   in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and

c) for such internal control as the Board determines is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report (financial statements only) based on our review in accordance with International Standard on *Review Engagements (New Zealand) (ISRE (NZ)) 2400.* This standard requires us to conclude whether anything has come to our attention that causes us to believe that the performance report (financial statements only) taken as a whole, is not prepared in all material respects in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit). This standard also requires that we comply with ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400 is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries, of those responsible for financial and accounting matters and others within the Entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on the performance report.

Ashton Wheelans has assisted with the formatting of the financial statements. This information has been obtained from the Board whom have maintained the accounting records throughout the year. All decisions affecting the performance report have been made by the Board, whom take full responsibility for the performance report. The assistance we provide has not affected our independence. Except for this matter & other than in our capacity as independent assurance practitioner, we have no relationship with, or interests in Coastguard North Canterbury Incorporated.

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L2, 83 Victoria St, PO Box 13042, Christchurch 8141, New Zealand
P: 03 366 7154 | F: 03 365 4098 www.ashtonwheelans.co.nz

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT
To the Members of Coastguard North Canterbury Incorporated

Other Matters

Without modifying our conclusion, the Entity is below the thresholds for review and our conclusion does not include any statement on the entity information or statement of service performance.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the performance report (financial statements only) on pages 4 and 6 to 12 does not present fairly, in all material respects the financial position of the Entity as at 30 June 2022, and of its financial performance and cash flows for the year then ended; and in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Ashton Wheelans Ltd

ASHTON WHEELANS LIMITED
Chartered Accountants
Level 2, 83 Victoria Street
Christchurch
27 August 2022

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Pegasus Bay Art Show

Address: [redacted]

Contact Person within Organisation: Paula Van Meer

Position within Organisation: Art Show committee member

Contact phone number: [redacted] Email: [redacted]

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

The Pegasus Bay Art Show is a fundraiser for Pegasus Bay School with all proceeds going to Pegasus Bay School to be spent on our EOTC program. We hope to use this grant to help cover the costs associated with setting up the Art Show. Printing of new stickers for original corflute signs for advertising. Tickets to our opening night. Printing artists bios for the art panels

What is the timeframe of the project/event date? Friday 1st September - Sunday 3rd September 2023

Overall Cost of Project: 13,000 Amount Requested: 500

How many people will directly benefit from this project? 450

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

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

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

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

Oxford-Ohoka 5 % Rangiora-Ashley 5 % Woodend-Sefton 60 % Kaiapoi-Tuahiwi 15 %

Other (please specify): 15% of christchurch residents who exhibit and attend the weekend show

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

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

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

The artists from all over Canterbury get to showcase their art, while the school hosts a worthwhile community event which also has the school children involved.

What is the benefit(s) to your organisation?

It raises funds for Pegasus Bay School as well as welcoming the community into the school to view the art. The children are creating art over this term to display as well

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

Our event gives the Waimakariri Community the opportunity to engage with art from local artists and artists from the greater Canterbury region.**

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?

** Several artists are onsite during the weekend giving art enthusiasts the opportunity to speak with them and learn more about their art practice.

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

We have been fortunate enough to secure sponsorship from New World Ravenswood for $5000 and $500 was set aside from the last PBAS to pay for the panels for displaying the childrens art.

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

If yes, please supply details:

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: PJVanmeer Date: 24/07/2023

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

GOVERNANCE

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

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

When assessing grant applications the Board considers a number of factors in its decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs 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

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000000PEGASUS BAY BUDGET

	ITEM	SUPPLIER	DETAILS	ACTUAL	BUDGET	VARIANCE
INCOME				$1,400.00	$15,500.00	$14,100.00
	Funds held over from previous event			$1,400.00	$1,400.00	$0.00
	Sponsorship	NW Ravenswo	*Awaiting final confirmation from Justin*		$5,000.00	$5,000.00
	Artists registration fees		Estimate $65 for 60 artists (may be more artists - but some will pay less for a tal		$3,900.00	$3,900.00
	Opening night ticket sales - $20 per ticket		No free tickets - everyone pays either full price or $10		200	$200.00
	Gold coin donations (Sat / Sun)		2019 was $1090, 2018 was $1312 and 2017 was $1272	$0.00	$1,000.00	$1,000.00
	Commisson on sales		Based on 2019 sales		$2,500.00	$2,500.00
	Raffle?		Richard Hadlee gear		$500.00	$500.00
	Grants	TBC			$1,000.00	$1,000.00
EXPENDITURE				**$0.00**	**$12,562.00**	**$8,452.00**
	Panel hire	Peek	Panels, delivery & admin		$2,852.00	$2,852.00
	Graphic design		Branding, posters, tickets, Facebook, opeing night info.		$500.00	$500.00
	Advertising		Radio, billboards, posters		$4,000.00	
	Printing - external		Artwork lables/bios, sign stickers, opening night tickets		$600.00	$600.00
	Printing - inhouse		A3 posters, list of works, voting for peoples choice		$0.00	$0.00
	Printing - TBC		Brochures? Feedback forms?			$0.00
	Opening night - liquor licence		WDC		$110.00	
	Opening night - drinks	NW Ravenswo	Beer, wine and soft drinks - sale or return		$3,000.00	$3,000.00
	Opening night - food	Cath Weir	Finger food		$1,500.00	$1,500.00
	Opening night - glasses & platter hire		Waikuku Artists Inc have donated there's to us		$0.00	$0.00
			BALANCE:	$1,400.0	$2,938.0C	$5,648.00

Account Transactions

Pegasus Bay

For the period 1 January 2023 to 31 July 2023

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Art Show Expenses								
22 Jun 2023	Payable Invoice	OfficeMax - Velcro strip for ALS art work	23411908a	99.95	-	99.95	114.94	14.99
21 Jul 2023	Payable Invoice	Paula Van Meer - Liquor licence for Art Show	Art Show Liquor Licence	180.00	-	279.95	207.00	27.00
Total Art Show Expenses				**279.95**	**-**	**279.95**	**321.94**	**41.99**
Art Show Revenue								
31 Jan 2023	Receive Money	ASB - Interest		-	2.45	2.45	2.45	-
28 Feb 2023	Receive Money	ASB - Interest		-	1.88	4.33	1.88	-
31 Mar 2023	Receive Money	ASB - Interest		-	2.08	6.41	2.08	-
30 Apr 2023	Receive Money	ASB - Interest		-	2.42	8.83	2.42	-
10 May 2023	Receivable Invoice	KEW Design Co - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	65.35	65.00	8.48
10 May 2023	Receivable Invoice	KEW Design Co - Additional Opening Night Ticket	Art Show Registration	-	21.74	87.09	25.00	3.26
19 May 2023	Receivable Invoice	Jackie Hancock - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	60.87	147.96	70.00	9.13
19 May 2023	Receivable Invoice	Jackie Hancock - Additional OPening Night Ticket	Art Show Registration	-	21.74	169.70	25.00	3.26
19 May 2023	Receivable Invoice	Redgie Walker-Small - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	226.22	65.00	8.48
19 May 2023	Receivable Invoice	Tricia Hewlett - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	282.74	65.00	8.48
19 May 2023	Receivable Invoice	Sue Hely - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	339.26	65.00	8.48
19 May 2023	Receivable Invoice	Justine Jensen - Registration for Pegasus Bay Art Show Panel	Art Show 2023	-	60.87	400.13	70.00	9.13
20 May 2023	Receivable Invoice	Schira Withers - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	456.65	65.00	8.48
22 May 2023	Receivable Invoice	Megan Prendergast - Registration for Pegasus Bay Art Show Panel	ArtShow Registration	-	56.52	513.17	65.00	8.48

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
22 May 2023	Receivable Invoice	Sharon White - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	60.87	574.04	70.00	9.13
22 May 2023	Receivable Invoice	Elaine Fraser - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	630.56	65.00	8.48
22 May 2023	Receivable Invoice	Elaine Fraser - Additional Opening Night Ticket	Art Show Registration	-	21.74	652.30	25.00	3.26
23 May 2023	Receivable Invoice	Carol Barker - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	82.61	734.91	95.00	12.39
23 May 2023	Receivable Invoice	Jane Reid - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	791.43	65.00	8.48
23 May 2023	Receivable Invoice	Jane Reid - Additional Opening Night Ticket	Art Show Registration	-	21.74	813.17	25.00	3.26
23 May 2023	Receivable Invoice	Anna Cull - Registration for Pegasus Bay Art Show Panel	Art show Registration	-	56.52	869.69	65.00	8.48
23 May 2023	Receivable Invoice	Anna Cull - Additional ticket for opening night	Art show Registration	-	21.74	891.43	25.00	3.26
25 May 2023	Receivable Invoice	Elizabeth Ross - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	60.87	952.30	70.00	9.13
27 May 2023	Receivable Invoice	Mandy Palmer - Registration for Pegasus Bay Art Show Panel	Art show Registration	-	56.52	1,008.82	65.00	8.48
28 May 2023	Receivable Invoice	Paul Smith - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,065.34	65.00	8.48
28 May 2023	Receivable Invoice	Paul Smith - Additional opening night ticket	Art Show Registration	-	21.74	1,087.08	25.00	3.26
29 May 2023	Receivable Invoice	Anna Heasley - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,143.60	65.00	8.48
29 May 2023	Receivable Invoice	Anna Heasley - Additional Opening Night Tickets	Art Show Registration	-	86.96	1,230.56	100.00	13.04
29 May 2023	Receivable Invoice	Cath Mills - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,287.08	65.00	8.48
29 May 2023	Receivable Invoice	Cath Mills - Additional opening night ticket	Art Show Registration	-	21.74	1,308.82	25.00	3.26
30 May 2023	Receivable Invoice	Angela Laby - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,365.34	65.00	8.48
31 May 2023	Receivable Invoice	Andrea Allott - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,421.86	65.00	8.48
31 May 2023	Receive Money	ASB - Interest		-	3.02	1,424.88	3.02	-
2 Jun 2023	Receivable Invoice	Moya Deacon Radley - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,481.40	65.00	8.48

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
2 Jun 2023	Receivable Invoice	Moya Deacon Radley - Additional Opening Night Ticket	Art Show Registration	-	21.74	1,503.14	25.00	3.26
4 Jun 2023	Receivable Invoice	Joanne McDougall - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,559.66	65.00	8.48
4 Jun 2023	Receivable Invoice	Kaz Berry - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,616.18	65.00	8.48
13 Jun 2023	Receivable Invoice	Louise Thwaites - Registration for Pegasus Bay Art Show Panel	Art show Registration	-	56.52	1,672.70	65.00	8.48
14 Jun 2023	Receivable Invoice	Leah Ingram - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	1,729.22	65.00	8.48
15 Jun 2023	Receivable Invoice	Victoria Dowall - Registration for Pegasus Bay School Art Show - Panel	Art show Registration	-	56.52	1,785.74	65.00	8.48
20 Jun 2023	Receivable Invoice	Carol Bromley - Registration for Pegasus Bay Art Show Table	Art Show Registration	-	47.83	1,833.57	55.00	7.17
20 Jun 2023	Receivable Invoice	Diana Nicholson-Plank - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	1,890.09	65.00	8.48
21 Jun 2023	Receivable Invoice	John Bromley - Registration for Pegasus Bay Art Show Panel	Art Show Registration	-	56.52	1,946.61	65.00	8.48
21 Jun 2023	Receivable Invoice	Susan Kemp - Registration for Pegasus Bay Art Show - Shared Panel - S Kemp	Art Show Registration	-	28.26	1,974.87	32.50	4.24
21 Jun 2023	Receivable Invoice	Susan Kemp - Registration for Pegasus Bay Art Show - Shared Panel with Devon Huston	Art Show Registration	-	28.26	2,003.13	32.50	4.24
22 Jun 2023	Receivable Invoice	Helen Kendall - Registration for Pegasus Bay School Art Show - Panel	Art Show Registration	-	56.52	2,059.65	65.00	8.48
22 Jun 2023	Receivable Invoice	Helen Kendall - Additional Opening Night Ticket	Art Show Registration	-	21.74	2,081.39	25.00	3.26
24 Jun 2023	Receivable Invoice	Lesley Reeves - Registration for Pegasus Bay School Art Show - shared panel with Sandra Bamford	Art Show Registration	-	28.26	2,109.65	32.50	4.24
24 Jun 2023	Receivable Invoice	Sandra Bamford - Registration for Pegasus Bay School Art Show - shared panel with Lesley Reeves	Art Show Registration	-	28.26	2,137.91	32.50	4.24
26 Jun 2023	Receivable Invoice	Clive Cook - Registration for Pegasus Bay School Art Show - Panel	Art Show Registration	-	56.52	2,194.43	65.00	8.48

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
30 Jun 2023	Receive Money	ASB - Interest		-	6.66	2,201.09	6.66	-
11 Jul 2023	Receivable Invoice	Russ Campbell - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	2,257.61	65.00	8.48
19 Jul 2023	Receivable Invoice	Youth Art Amberley - Registration for Pegasus Bay Art Show - Panel - Youth Art Amberley	Art Show Registration	-	56.52	2,314.13	65.00	8.48
19 Jul 2023	Receivable Invoice	Youth Art Amberley - Additional Opening Night Tickets	Art Show Registration	-	65.22	2,379.35	75.00	9.78
19 Jul 2023	Receivable Invoice	Carrie Keith - Registration for Pegasus Bay Art Show - Panel	Art Show Registration	-	56.52	2,435.87	65.00	8.48
Total Art Show Revenue				**-**	**2,435.87**	**2,435.87**	**2,798.51**	**362.64**
Total				**279.95**	**2,435.87**	**(2,155.92)**	**3,120.45**	**404.63**

Bank Reconciliation Summary

Pegasus Bay
As at 24 July 2023
Pegasus Bay ASB Art Show

DATE	DESCRIPTION	REFERENCE	AMOUNT
Balance in Xero			
24 Jul 2023			3,446.18
Plus Unreconciled Statement Lines			
20 Jul 2023	Flutey M H	Megan Flutey Artist Panel	65.00
21 Jul 2023	AMYES,AARON	Amyes G Art Show	90.00
21 Jul 2023	Parker N F	Nikki Parker artist	65.00
23 Jul 2023	MOFFATT,CA&MF	C Moffatt Artist	90.00
Total Unreconciled Statement Lines			**310.00**
Statement Balances			
24 Jul 2023	Statement balance (calculated)		3,756.18
23 Jul 2023	Imported statement balance		3,756.18
24 Jul 2023	Calculated balance out by		-

Bank Statement

Pegasus Bay
For the period 1 July 2023 to 24 July 2023
Pegasus Bay ASB Art Show

DATE	DESCRIPTION	DATE IMPORTED INTO XERO	REFERENCE	RECONCILED	SOURCE	AMOUNT	BALANCE
Opening Balance							
1 Jul 2023						-	3,303.18
Statement Lines							
11 Jul 2023	From MR R J CAMPBELL	11 Jul 2023	exhibition RussCampbell artist	Yes	Bank Feed	65.00	3,368.18
17 Jul 2023	D R FORSTER, S P HEL	17 Jul 2023	Sue Hely ArtShow 2023	Yes	Bank Feed	65.00	3,433.18
18 Jul 2023	12-3616-0031	18 Jul 2023	685-01 H Kendall	Yes	Bank Feed	90.00	3,523.18
18 Jul 2023	12-3616-0031	18 Jul 2023	685-00 D Nicholson	Yes	Bank Feed	65.00	3,588.18
18 Jul 2023	12-3616-0031	18 Jul 2023	685-00 C Cook	Yes	Bank Feed	65.00	3,653.18
20 Jul 2023	Flutey M H	20 Jul 2023	Megan Flutey Artist Panel	No	Bank Feed	65.00	3,718.18
21 Jul 2023	AMYES,AARON	21 Jul 2023	Amyes G Art Show	No	Bank Feed	90.00	3,808.18
21 Jul 2023	610 PJ Van Meer	21 Jul 2023		Yes	Bank Feed	(207.00)	3,601.18
21 Jul 2023	Parker N F	21 Jul 2023	Nikki Parker artist	No	Bank Feed	65.00	3,666.18
23 Jul 2023	MOFFATT,CA&MF	23 Jul 2023	C Moffatt Artist	No	Bank Feed	90.00	3,756.18
Closing Balance							
24 Jul 2023						-	3,756.18

Estimate

Estimate Number: **3353**

Date: **26/07/2023**

Dear Kevin Wright,

Thank you for the opportunity to provide our estimate for your printing requirements. We are proud to offer a full range of print capabilities, stock options and sizes, along with specialist advice and knowledge from our experienced team of commercial printing experts. See our website for further detail.

Please do not hesitate to contact me if you wish to discuss any aspect of this estimate.
This estimate is valid for 30 days and is subject to change on sighting of artwork supplied.

Estimate Information

Prepared for	Prepared by
Kevin Wright Kevin Wright Design	Brent Goldsmid General Manager [redacted]

Details and Pricing

Job Title: Artist Name/Biography Panel Label

Size: 70 x 297mm.
Print ready files supplied
Online Soft Copy Proof.
4 colour process one side
210gsm Silk
Trim and pack
Client to collect

Quantity	:	80
Price (ex GST)	:	$60.00

Estimate

Details and Pricing

Job Title: Art Labels

Size: 50 x 70mm.
Print ready files supplied
Online Soft Copy Proof.
4 colour process one side
210gsm Silk
Trim and pack
Client to collect

Quantity	:	640
Price (ex GST)	:	$63.00

Details and Pricing

Job Title: Numbered Tickets

Size: 99 x 210mm.
Print ready files supplied
Online Soft Copy Proof.
4 colour process one side - Individually numbered
300gsm Silk
Trim and pack
Client to collect

Quantity	:	500
Price (ex GST)	:	$86.00

This estimation is subject to the following conditions: 1. Acceptance within 30 days. 2. This estimation relates to the job as described above and is subject to sight of satisfactory artwork, sighting of printing details and / or material supplied. Any significant alterations may subject to additional cost. 3. Agreement to the terms of trade which are available on our website under company profile. 4. Additional charges will be incured if product is not uplifted within 3 months.

PO Box 86026, Rolleston West 7658
79 Izone Drive, Rolleston 7614
inkwise.co.nz

Proudly NZ owned and independent

spectrumprint
powered by bluestar

Kevin Wright

QUOTATION
Number 1401410

ATTENTION Kevin Wright

25-Jul-2023

Thank you for the opportunity to quote on the following;

Pegasus Art Show promo material

Description

7 x Road Sign Date Stickers (70 x 970 mm)
8 x Road Sign Date Stickers (95 x 1385 mm)
Suitable outdoor, removable self-adhesive blockout material

6 x Promo Posters (A1 - 841 x 594 mm)
2 x Sponsor Posters (A1 - 841 x 594 mm)
Regular poster material - Shemira

Size Landscape 1000mm x 2000mm

Quantity	1
Printing	$322.00
Total	$322.00

Thank you for this opportunity, we look forward to being of service to you.

Yours Faithfully

House Account Spectrum

House Account Spectrum
SPECTRUM PRINT Proudly using environmentally friendly inks.

This quote remains valid for 30 days, unless withdrawn earlier by Blue Star.

Pricing specified above is net, excludes GST and delivery (unless specified otherwise above), and is subject to the qualifications set out in the applicable Terms and Conditions of Trade.

Payment is due 20th of the month following the date of invoice unless Spectrum Print has specified that other payment terms apply.

Spectrum Print Terms and Conditions of Trade (a copy of the current version of which is available at www.spectrumprint.co.nz) applies to all dealings between you and Spectrum Print.

If this quote relates to Blue Star Promote products, Blue Star Promote's Terms and Conditions of Trade (a copy of the current version of which is available at www.bluestarpromote.co.nz) applies to the supply of such products and all dealings between you and Blue Star Promote.

Only the products that are identified as such on this document are FSC® certified.

23 Cumnor Terrace, PO Box 2566, Christchurch 8140, New Zealand
Tel: +64 3 365 0946, www.spectrumprint.co.nz

Groups applying for Board Discretionary Grants 2023/2024

Name of group: North Canterbury Inclusive Sports Festival

Address: c/- Waimakariri Access Group, WDC, High Street, Rangiora

Contact person within organisation: Zack Lappin or Shona Powell - Chair WAG)

Position within organisation: Chair Organising Committee, North Canterbury Inclusive Sports Festival

Contact phone number: [redacted] Email: [redacted]

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

The aim is to allow youth with disabilities to try out and participate in a number of parasports locally, free of charge. Sports will include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive PRAMA and adaptive Revl GT. It is also for other people without disabilities if they would like to get involved. The grant will be used to get this festival off the ground for this first year for costs in running the event including snacks and drink for participants, spot prizes, photographer, koha for the adaptive trainer who will work with local trainers to upskill them, advertising, hire fees not otherwise met, and certificates. It is hoped that this will become an annual event. This event is free of charge to participants as the additional costs families face for everyday living could restrict participation.

What is the timeframe of the project/event date? 29_September_2023,_Mainpower_Stadium,_10.30-2.30

Overall cost of project: $3,300 Amount requested: $500

How many people will directly benefit from this project? 150-200

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

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

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

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

Oxford-Ohoka 15 % Rangiora-Ashley 35 % Woodend-Sefton 15 % Kaiapoi-Tuahiwi 25 %

Other (please specify): 10% outside District - Christchurch, Hurunui and perhaps further afield

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

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

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

The opportunity to try out a variety of modified sports locally. For many this may be the first time they have had this chance. They will learn some skills and take part in sports which can be difficult for them in a school environment. Hopefully this will lead to formation of local team/s as travelling into Chch regularly for training can be prohibitive.

What is the benefit(s) to your organisation?

The aim of all of the groups involved is to promote and support inclusivity and participation and that is what this event is about. We have an organising committee with representatives from Parafed Canterbury, Halberg Trust, each sport, and the Waimakariri Access Group. Locally it will raise the profile of sports and active opportunties for the disabled

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

To give young disabled people the opportunity close to home to try out modified sports. Latest study - 11% of young New Zealanders have a disability. They live in this area and also in the wider district. It will promote the district and the community as being inclusive and supportive of youth, particularly the disabled.

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

If yes, name of parent group: Waimakariri Access Group

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

WAG is not a Trust or registed charity. The organiser, Zack Lappin is a member of the Waimakariri Access Group and the Group is supporting this initiative as it promotes inclusivity and participation for young people with disabilities.

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

Parafed Canterbury are lending their wheelchair trailer and sports chairs. North Canterbury Sport and Recreation Trust have donated the use of the Revl GT room and use of general equipment. The court hire has also been donated. Will be applying to all community boards - Kaiapoi-Tuahiwi $750, Oxford-Ohoka $500, Rangiora-Ashley $1,000.

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

If yes, please supply details:

Enclosed
- ☑ Relevant financial information such as a balance sheet or income and expenditure statement *(compulsory – your application cannot be processed without financial statements)*
- ☑ Supporting costs/quotes
- ☑ Other supporting information

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

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

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

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

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

Signed: Shona Powell Date: 28 July 2023

2021 / 2022

			(2021/22) $4,180 + Carry forward $2300 = $6,480			**$6,480**
	12-Jul	Nil				
	9-Aug	Returned as event cancelled Waimakariri Older Person's Expo Committee	Older Person's Expo	$500	$ 500.00	$ 5,980.00
	13-Sep	**Meeting Cancelled**				
	11-Oct	Pegasus Bay School	**Withdrawn** Pegasus Bay Art Show	$500	-	$ 5,980.00
	11-Oct	Life Education Trust	Delivery of the Healthy Harold Programme	$500	$500	$ 5,480.00
Woodend-Sefton Community Board 10.138.100.2410	8-Nov	Nil				
	13-Dec	Nil				
	15-Feb	Nil				
	11-Apr	Pegasus Residents Group	Battery for AED	$635	$635	4,845.00
	11-Apr	Woodend Netball Club	Kiwi netball hoop and nets	$500	$500	4,345.00
	11-Apr	Ronel's Community Cuppa	Community Event costs	$500	$500	3,845.00
	9-May	Nil				
	6-Jun	St Barnabas Church	Soil and seed	$ 500.00	$690	3,135
	6-Jun	Good Night Sleep Tight	Towards winter night kits	$ 500.00	$810	$2,325

2022 / 2023

Woodend-Sefton Community Board 10.138.100.2410			(2022/23) $ 4,300 + Carry forward $2,325 = $6,625			**$6,625**
	1-Jul	North Canterbury Federation of Women's Institute	Hire of hall and craft supplies	$200.00	$200.00	**$6,425**
	11-Jul	Woodend School	Glentui Camp	$500	Declined	$ 6,425.00
	8-Aug	Woodend Fire Brigade	Towards safety signage for support vehicle	As much as possible	715	5,710
	12-Dec	Sefton School	Towards replacing the pool heating system		$500	$5,210
	March	**Relay for Life event**	Costs of hosting	$250	$500	$ 4,710.00
	8-May	Woodend Netball Club	Uniforms	$500	$500	$4,210
	8-May	North Canterbury Adventure Club	Sporting Equipment	$855	Declined	$4,210
	8-May	Menzshed Pegasus Woodend Community Trust	tools and equipment	$500	$500	$3,710
	8-May	Pegasus Residents Group Incorporated	towards hosting a Matariki Community Event	$500	$500	3,210.00
	12-Jun	Sefton Netball Club	Towards new uniforms	$500	$500	2,710.00

2023 / 2024

		(2023/24) $ 4,400 + Carry forward $2,710 = Returned funds $500 =			**$7,610**
10-Jul	North Canterbury Federation of Womens Institute	Hall hire, advertising and tutor costs	$200.00	$200.00	**$7,410**
10-Jul	Waikuku Beach Surf Life Saving Club	New Garage Door	$4,500.00	$750.00	$6,660.00
10-Jul	Waikuku Beach Indoor Market	shelving and display cases	500	$ 500.00	$ 6,160.00
14-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	$500		
14-Aug	Pegasus Bay Art Show	Towards printing costs	$500		
14-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event	$500		

CHAIRPERSON'S REPORT – July 2023

CHAIR'S DAIRY		DISCUSSION POINTS
Date	*Events attended*	*Community Feedback/Issues Raised*
3 July	Onsite meeting with General Developer at Ravenswood Central	Looking at the progress on hospitality shops with their fit outs and how Ravenswood Central is developing.
4 July	Interviews with Radio NZ and Newstalk ZB Drive show	After sonic booms heard in the area.
6 July	Catch up re town centre	Informal catch up with Mark Maxwell and Cr Cairns
8 July	Volunteered at Pegasus Community Centre	Busy morning and as usual the book cave was very popular. Quite a few questions about things around the area.
10 July	Pre-meeting briefing	A run through the agenda and catch up on general matters.
	WSCB monthly meeting	Regular meeting.
	Civil Defence volunteer training	Attended as part of Access Group that ran this training session for the volunteers to raise their awareness of issues and some tools when dealing with the disabled.
12 July	Community Cuppa, Waiora Links Community Trust	Good attendance and some questions to follow up.
13 July	Waimakariri Access Group meeting	Monthly meeting. AGM is on 10th August.
19 July	Pegasus Residents' Group AGM	Paul Croft, General Manager, Ravenswood Developments was the guest speaker. Locals interested to hear about the progress at Ravenswood. Concern expressed at no new GP practice and no high school. Developer would like a GP but none finalised, MOE is responsible for schools.
20 July	Council briefing	Chairs invited.
23 July	Farewell Sue and Chris Stewart, Waikuku Beach	Locals put on this farewell for Chris and Sue to say thanks for what they have done in the community. Good to catch up with a number of locals.
24 July	All Boards Briefing	Local Government Review presentation by Jim Palmer.
31 July	All Boards Briefing	Speed Limits

CHAIR'S STATEMENT

- Wrote Board column for August issue of The Woodpecker
- Managing Board Facebook page

Main issues raised by residents were:

- Flooding – Waikuku Beach Road closed. Surface water and flooding in various locations around the area
- Any decision on where the Pegasus community centre is going – explained the process
- What is happening with the youth facilities promised for Pegasus
- Waka Kotahi planned SH1 safety improvements
- The need for the Woodend Bypass – National party have announced work would commence in their first term if elected.
- Ongoing concerns around safety for pedestrians and cyclists at SH1/Pegasus/Ravenswood roundabout

Shona Powell - **Woodend-Sefton Community Board**

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2023

Member' Name: Ian Fong

MEMBER'S DIARY		**DISCUSSION POINTS**
Date	*Events members have attended*	*Community Feedback/Issues Raised*
24.07.2023	WDC All Boards Briefing	
1.08.2023	Waimakariri Health Advisory Group meeting	
3.08.2023	Pegasus Residents Group monthly meeting	
7.08.2023	Saltwater Creek Catchment Group	Met with Carolyne Latham
7.08.2023	Pegasus Residents Group meeting	CCTV request

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

July 2023

Member Name: Rhonda Mather

MEMBER'S DAIRY		**DISCUSSION POINTS**
Date	*Meetings/Events members have attended*	*Community Feedback/Issues Raised*
3 July	Ravenswood meeting	Tour of new retail block with Ravenswood Commercial Development Manger, Jerome O'Sullivan; CEO, Paul Croft and Sales Manager Miranda Laney. Work has started on Harvey Norman, Gull will open soon and the new retail block will have a public opening at the beginning of September.
4 July	GreyPower	
10 July	WSCB meeting	Monthly Community Board meeting held at Woodend.
12 July	Ronel's Community Cuppa	Guest speaker Brent Cairns was very well received by those present. Brent talked about the history of the Kaiapoi Food Forest and also the Pegasus Woodend Food Forest at Gladstone Park.
19 July	PRGI AGM	Pegasus Residents' Group AGM held at Pegasus Bay School. Well attended with several WDC staff and elected representatives present. Guest speaker was Paul Croft, CEO of Ravenswood Developments Ltd.
24 July	All Boards meeting	All Boards meeting mainly covering an update from Jim Palmer on the local government review.
31 July	All Boards meeting	Meeting at Council Chambers to discuss speed management programme.

OTHER:

- Compiled Waiora Links Community Trust page for The Woodpecker.
- Unfortunately I missed attending some events for health reasons.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2023

Member' Name: Philip Redmond

MEMBER'S DIARY		**DISCUSSION POINTS**
Date	*Events members have attended*	*Community Feedback/Issues Raised*
11.07.2023	Briefing and Workshop	
12.07.2023	Ronels Cuppa at Pegasus	Brent Cairns spoke on the Food Forest
13.07.2023	Gravel Road inspections with roading staff	Further trip to Oxford/Lees Valley to be arranged
17.07.2023	Kaiapoi-Tuahiwi Community Board meeting	
18.07.2013	Utilities and Roading Committee meeting	
19.07.2023	Pegasus Residents Group AGM	
20.07.2023	On site meeting at Clemence Drilling	Regarding damage to grass verges adjacent to cycleway
20.07.2023	Briefing	
20.07.2023	Heritage Website Launch	Rangiora Library
20.07.2023	Abbeyfield AGM	
24/25.07.2023	Draft Housing Policy Hearing &Deliberations	Crs Redmond (Chair), Cairns, Goldsworthy and Ward.
24.07.2023	Building Act submissions	
24.07.2023	All Boards	Future for Local Government
26.07.2023	LGNZ - Rolleston Visit	
26.07.2023	LGNZ AGM	Sam Broughton elected President
27/27.07.2023	LGNZ Conference at Te Pae Christchurch	Takeaways Amazon Web Services sophisticated digital services, Selwyn District Council a subscriber. Luxton prepare to submit a deal to the Government post election for strategic projects. First in basis. Limited Funds.
31.07.2023	All Boards	Speed Management Plans. Council may seek time extension until after the election.
1.08.2023	Housing Policy adopted	
1.08.2023	Waimakariri Health Advisory Group	Taxi arrangements discussed and clarified. Rangiora only, historical after hours discharges.
2.08.2023	Kaiapoi Promotion Association AGM	New committee – Chair Janine Duke, Vice Chair Martin Pinkham, Treasurer Greg Coleman, Secretary Tracy Inwood. Committee Michael Bendall, Rob Duke, Natalie Leary, Cheryl Meadows, John Rule and Ani Tapa.
3.08.2023	Property Portfolio Working Group PX	

3.08.2023	North Canterbury Sport and Recreation Trust meeting	Sports awards to alternate with ENC Business awards
4.08.2023	Compass FM Music Quiz fundraiser for its Charitable Trust	Sold out.