Rangiora-Ashley Community Board

Agenda

Wednesday 11 July 2018

7.00pm

Waimakariri District Council Chambers
215 High Street
Rangiora

Members:
Jim Gerard Q.S.O (Chair)
Duncan Lundy (Deputy Chair)
Kirstyn Barnett
Robbie Brine
Murray Clarke
Keith Galloway
Dan Gordon
Judith Hoults
Sarah Lewis
Greg Miller
Chris Prickett
Paul Williams
AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 JULY 2018 AT 7PM.

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

BUSINESS PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES
   3.1 Minutes of the Rangiora-Ashley Community Board – 13 June 2018

   RECOMMENDATION
   THAT the Rangiora-Ashley Community Board:
   (a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 13 June 2018, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS
   5.1 Joanne McBride (Roading and Transport Manager) will provide an update on roading priorities for 2018-2019.
   5.2 Trevor Ellis (Development Planning Manager) will provide an update regarding the District Development Strategy (DDS).

6 ADJOURNED BUSINESS
7 REPORTS

7.1 Crayfish (Koura) Creek Pedestrian Footbridge – Owen Davies (Drainage Asset Manager)

RECOMMENDATION

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 180627071243.
(b) Approves acceptance of quotation of $20,000, from Andrew Russell Ltd for construction of a new footbridge over Crayfish Creek, similar to the existing Hegan Reserve footbridge.
(c) Circulates this report to the Utilities and Roading Committee for their information.

7.2 Parking Restrictions at Oxford Road Charles Upham Drive Acacia Avenue Intersection and on Charles Upham Drive – Bill Rice (Senior Transport Engineer)

RECOMMENDATION

THAT the Rangiora Ashley Community Board recommends:

THAT the Council:

(a) Receives report No. 180628071686.
(b) Adopts the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (TRIM No 180629072243)
(c) Notes that other safety concerns at the Oxford Road, Acacia Avenue, Charles Upham Drive intersection are to be addressed in the Oxford Road urbanisation project
(d) Notes that further parking restrictions may be required on Oxford Road to accommodate right turn bays at the intersection
(e) Notes that further parking restrictions may be required on the roading network north of the Charles Upham village vehicle entrance. These will be added to the parking bylaw second schedule when this section of road is vested in Council.
7.3  **Lineside Road Kerb Extension – Kieran Straw (Civil Project Team Leader) and Joanne McBride (Roading and Transport Manager)**

**RECOMMENDATION**

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 180627071216;

(b) Approves the implementation of Option Two at the entrance to Rangiora on Lineside Road;

(c) Notes that Management Team approval for expenditure has been granted, subject to a decision on the preferred option from the Board;

(d) Notes that physical works will be carried out under existing Contract 17/32: Kerb & Channel Renewals 2017/18 as a variation to the value of $26,746.02 excluding GST, and receives a NZTA subsidy rate of 51%

(e) Notes that this project will be funded from the 2018/19 Minor Improvements budget.

(f) Notes that the agreed landscaping treatment previously approved by the board will be completed after the installation of the kerb and channel.

7.4  **Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019 and General Landscaping Fund 2018/2019 - Edwina Cordwell (Governance Adviser)**

**RECOMMENDATION**

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 180627051204.

(b) Notes that the Board’s General Landscaping Budget allocated by the Council for 2018/19 is $24,320 with a carry forward of $1,840 from 2017/2018 making a total of $26,160.

(c) Notes that the Board’s Discretionary Grant Funding allocated by the Council for 2018/2019 is $10,400.

(d) Approves the Board’s 2018/2019 Discretionary Grant Fund Application Criteria and Application Form (Trim No.180627071240).

(e) Approves the Board’s 2018/2019 Discretionary Grant Accountability Form (Trim No. 180621068982).

(f) Approves that Discretionary Grant Fund applications be considered at each meeting for the 2018/2019 financial year (July 2018 to June 2019).
7.5 Application to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019 – Edwina Cordwell (Governance Adviser)

RECOMMENDATION
THAT the Rangiora–Ashley Community Board:
(a) Receives report No. 180628071747.
(b) Approves a grant of $________ to North Canterbury Model Railway Club Inc. towards the cost of signage to promote the club’s Rangiora Sunday Markets.
OR
(c) Declines the application from North Canterbury Model Railway Club Inc.

7.6 Approval of the updated Rangiora-Ashley Community Board Plan 2018/19 – Edwina Cordwell (Governance Adviser)

RECOMMENDATION
THAT the Rangiora–Ashley Community Board:
(d) Receives report No. 180627071424.
(e) Approves the final draft of the Rangiora-Ashley Community Board Plan 2018-2019 (Trim 180528058516) subject to any minor edits discussed and approved by the Board Chairperson.

8 CORRESPONDENCE

RECOMMENDATION
THAT the Rangiora-Ashley Community Board:
Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2018
(a) Receives the decision letter regarding the Board’s submission to the Draft Stormwater Drainage Bylaw 2018. (Trim 180619067670).

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for June 2018

RECOMMENDATION
THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 180703073773.
10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 June 2018 (Trim No. 180530059840).

10.2 Woodend-Sefton Community Board meeting minutes – 11 June 2018 (Trim No. 180606062391).

10.3 Kaiapoi Tuahiwi Community Board meeting minutes – 21 May 2018 (Trim No. 180518054887).

10.4 Kaiapoi Tuahiwi Community Board meeting minutes – 18 June 2018 (Trim No. 180618067116).

10.5 Youth Council meeting minutes – 29 May 2018


10.10 Closure of Oxford Road Stock Water Race R3N-1 Closure Proposal – report to Utilities and Roading Committee 19 June 2018 (Trim No 180516053605)

10.11 Adoption of Stormwater Drainage and Watercourse Protection Bylaw 2018 – report to Council 1 May 2018 (Trim No 180329034013).

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.11.

Note: Matters for Information were circulated separately to members.

11 MEMBERS’ INFORMATION EXCHANGE

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

12 CONSULTATION PROJECTS

Business Zones 1 &2 Public Spaces Policy
Consultation closes Monday 30 July 2018.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 6 June 2018: $10,400.

13.2 General Landscaping Fund
Balance as at 6 June 2018: $26,160 (including carry forward).
14 MEDIA ITEMS

15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

RECOMMENDATION

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

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

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.1</td>
<td>Raymond Qu (Property Assets Advisor) and Rob Hawthorne (Property Manager)</td>
<td>Proposed Sale Process</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

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

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

CLOSE MEETING

See Public Excluded Agenda (blue papers)

OPEN MEETING
16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 August 2018 in the Council Chambers at the Rangiora Service Centre.

Workshop

• Members Forum
MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 13 JUNE 2018 AT 7PM.

PRESENT
J Gerard QSO (Chair), D Lundy (Deputy Chair), K Barnett, M Clarke, D Gordon, J Hoult, S Lewis, G Miller, C Prickett and P Williams.

IN ATTENDANCE
J Millward (Manager Finance and Business Support), G Wilson (Building Inspector), E Cordwell (Governance Adviser) and E Stubbs (Minute Secretary).

1 APOLOGIES
Moved C Prickett seconded P Williams
Apologies were received and sustained from K Galloway and R Brine.

CARRIED

2 CONFLICTS OF INTEREST
Item 7.3 b and c  J Gerard
Item 7.2 h, 7.3 b and c  D Gordon

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 16 May 2018
Moved M Clarke seconded P Williams

THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 16 May 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING
D Gordon requested on update on the Crayfish (Koura) Creek Pedestrian Footbridge. E Cordwell advised that staff were currently obtaining costs and that it was anticipated that a report would be presented to the Board in July. She would advise the Board if this was not to be the case.

5 DEPUTATIONS AND PRESENTATIONS
Nil.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS
7.1 Building (Earthquake Prone Buildings) Amendment Act 2016 – Greig Wilson (Building Inspector) and Lynley Beckingsale (Policy Analyst)

G Wilson spoke to a PowerPoint presentation (Trim No 180620068323) and provided an update on Earthquake prone buildings in the District. The Earthquake Prone Buildings Amendment Act 2016 was new legislation that
changed the way Councils were required to look at earthquake prone buildings and specific legislative requirements.

G Wilson advised that Waimakariri had a ‘Z’ hazard factor >3 so was categorised as ‘high risk’. The seismic risk zones provided timelines in which Councils needed to identify earthquake prone buildings and ensure remediation. It also changed the way buildings were assessed so that individual elements below threshold were identified rather than the buildings as a whole classed as earthquake prone. As part of these new requirements the Council was required to supply a report to the Ministry of Business, Innovation and Employment annually regarding earthquake prone buildings.

Councils were required to identify Priority Buildings and Priority Routes and engage with the community on those. In Waimakariri these were related to unreinforced masonry brick (URM) buildings. G Miller referred to the three plans provided in the report of Priority Routes and noted consultation would be undertaken in August to see if the community agreed with the priority pedestrian areas and/or suggested additional areas. The three areas identified were: Kaiapoi BNZ, Kaiapoi Mill and eight URM buildings along High Street/Kippenberger Avenue in Rangiora.

C Prickett asked if the road corridor was a risk as indicated by the red hatching in the priority route plans. G Wilson advised that there were alternative routes available. The barriers on Williams Street, Kaiapoi were a CERA compromise.

C Prickett asked about the definition of URM buildings was it only brick or solid concrete? G Wilson advised that under the legislation there were different categories.

P Williams referred to the High Street/Kippenberger Avenue Priority Route and asked if all business owners within that strip would be contacted whether or not their buildings were earthquake prone. Some building owners may not know if their buildings were earthquake prone and may be confused by the plan but unwilling to contact the Council. D Gordon reiterated P Williams concerns and the need to be proactive. G Wilson advised that he had undertaken extensive work with affected property owners over recent years and that he would also be very comfortable to speaking to all remaining building owners as part of the on-going process.

K Barnett asked if there were concerns in any other parts of the Ward. G Wilson noted the Church Bell in Cust. It was URM and had been assessed by an engineer who advised that the top was separated. Staff would actively engage with the Church regarding effective barriers to encapsulate until it could be remediated.

K Barnett referred to communications around the business areas needing to outline the steps taken and highlighting public safety was being addressed. G Wilson commented that Invercargill was a good example. The community were invited to public meetings with general information and there was the opportunity to provide reassurance and answer questions.

M Clarke referred to examples of internal building issues and G Wilson advised the whole building design was looked at.

Moved D Gordon seconded C Prickett

THAT the Rangiora–Ashley Community Board:

(a) Receives report No: 180530059673.

(b) Notes consultation with affected property owners is being undertaken.

CARRIED
D Gordon commented that G Wilson had great engagement with earthquake prone building owners who liked his proactive approach and pragmatism. It was also important to communicate the issues via the consultation effectively and that this was part of an ongoing, extensive and well managed process.

7.2 **Applications to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Adviser)**

J Gerard advised that items 7.2 and 7.3 would be taken together.

D Gordon asked what funds were available. E Cordwell advised there was currently $6,264 and if all applications were approved there would be $1917 remaining.

D Gordon asked with respect to the McAlpines Pipe Band, given that the flashes on the uniforms cost over $500 he queried if the Board could approve more. J Gerard advised that in principle they could, however in the past they had not exceeded that $500 limit nor had the band sought a higher amount.

Moved P Williams seconded G Miller

**THAT** the Rangiora–Ashley Community Board:

(a) **Receives** report No. 180521055776.

(b) **Approves** a grant of $500 to Rangiora and Districts Early Records Society Inc. towards the cost of a replacement photographic scanner to ensure historical records can be maintained.

(c) **Approves** a grant of $500 to Ashley Playcentre towards the cost of ink cartridges to support the printing of individual children’s profile books.

(d) **Approves** a grant of $500 to Okuku Pony Club Inc. towards the cost of training for two new club coaches.

(e) **Approves** a grant of $500 to McAlpines North Canterbury Pipe Band Inc. towards the cost of new ‘flashes’ for the band’s uniform.

(f) **Approves** a grant of $426.50 to North Canterbury Athletics Club towards the cost of club singlets for children aged 7 to 14 years.

(g) **Approves** a grant of $500 to Rangiora Playcentre towards the cost of sensory and touch based play materials.

(h) **Approves** a grant of $500 to The North Canterbury Academy of Music towards the costs of an end of year Concert, in particular the hiring of the Rangiora Town Hall Auditorium for both rehearsals and concert.

**CARRIED**

Note: D Gordon sat back from the table and took no part in the voting for 7.2h.

7.3 **Further Applications to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Adviser)**

This item was taken with item 7.2.

Moved P Williams seconded G Miller

**THAT** the Rangiora–Ashley Community Board:

(a) **Receives** report No. 180605061843.

(b) **Approves** a grant of $500 to The Friends of Rangiora Town Hall towards the cost of Auditorium CCTV and backstage screen to assist fly, props and run crew as well as performers waiting to go on stage.
(c) **Approves** a grant of $420 to The North Canterbury Academy of Music towards the cost of replacement of damaged drum kit items.

**CARRIED**

Note: D Gordon and J Gerard sat back from the table and took no part in the voting for 7.2b and c.

7.4 **Allocation of the balance of the Rangiora-Ashley Community Board’s 2017/18 Discretionary Grant Fund – Edwina Cordwell (Governance Adviser)**

E Cordwell spoke to the report noting that it was a report for information and that Council had approved to carry forward any unallocated funds to the 2018/19 year. She commented that it was good to get the nine applications through in the last month.

Moved J Hoult seconded S Lewis

**THAT** the Rangiora–Ashley Community Board:

(a) **Receives** report No. 180529059409.

(b) **Notes** that as of 12 June 2018 there is currently $6,264 remaining in the Board’s Discretionary Grant Fund.

(c) **Notes** there are nine applications for Discretionary Grant Funding totalling $4,347 to be considered at the 13 June 2018 Board meeting.

(d) **Notes** there will be a minimum balance of at least $1,917 remaining in the fund should these applications be approved.

(e) **Notes** the Council has approved to carry forward any unallocated funds to the Rangiora-Ashley Community Board’s 2018/19 Discretionary Grant.

**CARRIED**

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

9.1 **Chair’s Diary for May 2018**

Moved J Gerard seconded D Lundy

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 180605061766.

**CARRIED**

J Gerard commented that he wanted to commend Councillor Brine’s effort to attend the LTP meeting and put his vote for the multi-use stadium, despite being extremely unwell.

D Lundy queried the context for the “17 May 2018 debrief” and J Gerard explained that prior to, and following Board meetings he had regular meetings with E Cordwell and additionally with N Hunt (Communications Coordinator) after meetings to discuss possible media items.
10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 3 May 2018 (Trim No. 180426045233).

10.2 Woodend-Sefton Community Board meeting minutes – 14 May 2018 (Trim No. 180510051232).

10.3 Kaiapoi Tuahiwi Community Board meeting minutes – 16 April 2018 (Trim No. 180410038481).

10.4 Youth Council meeting minutes – 1 May 2018 (Trim No. 180612065288).

10.5 Capital Projects Report for the period ended 31 March 2018 Report to Audit and Risk Committee 22 May 2018 (Trim No. 180424044711).

10.6 Libraries Update Report to Community and Recreation Committee 22 May 2018 (Trim No. 180511051846).

10.7 Fees and Charges for Community Facilities Report to Council 29 May 2018 (Trim No. 180514052641).

10.8 Funding and Budget Options Kaiapoi River Dredging Proposals Report to Council 29 May 2018 (Trim No. 180514052211).


Moved D Lundy  seconded D Gordon

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.10.

CARRIED

D Lundy recommended reading item 10.9 regarding the multi-use stadium. He asked with reference to the $91 per year was that for 25 years? J Millward replied that the $91 paid for the loan repayments. After 25 years it could continue to provide for depreciation and half fund cost of the next stadium and reduce payment on future facility, but that this would be a decision for the Council at that time.

11 MEMBERS’ INFORMATION EXCHANGE

11.1 D Lundy

- Represented the Board at ANZAC day services and noted the large turnout.
- Attended Civil Defence training in hazardous waste.
- Attended well-attended joint Drainage Advisory Groups’ meeting. Discussion around use of drones to measure waterways, depth etc. Asked if Council used that technology now and how public could be protected from inappropriate information collection.
- J Millward advised that an aerial flyover policy was currently being developed. There was money in the budget for drone purchase. There were also health and safety requirements around such operations. A drone could collect valuable flooding data however the issue of protection was a good question. In other areas there had been legal challenges to Councils. There was a meeting next month to discuss issues around permissions and information collection as well as information available through service requests. J Millward noted that the Council collected contact details and that these could
only be used for purposes intended for example to advise of road closures or boil water notices.

11.2 **D Gordon**

- Commented that the Communications team had disseminated the main decision points of the LTP decision well. The average rate increase was 4.5%. Some areas including Cust were higher due to water related matters. In the past there had been discussion around joining Cust/West Eyreton/Summerhill and it may be timely to revisit that discussion due to the steep rate rises.
- Police Inspector Peter Cooper had attended the Youth Council meeting. Tangible items were discussed and there may be initiatives to come out of that.
- Continued concern with roading issues.
- Rymans intersection – concerns around the number of traffic movements and pedestrians and access for a significant body of individuals. In addition there was a preschool planned for the corner which would increase traffic movements.
- Attended Rangiora Promotions Association AGM. Ross Ditmer was re-elected as Chair. The association was in a strong position and now ran seven events in town. They applied for funding outside of Council and were not purely reliant on Council funds.
- Was now chair of District Planning and Regulation Committee.

11.3 **K Barnett**

- Noted the Youth Council online survey was currently out, it was aimed at people between 12 and 24
- Noted vesting of land at Ashley/High Street corner to a Local Purpose Reserve.
- Noted upcoming debrief meeting following her China/Enshi visit. Opportunities in education would be progressed.

11.4 **P Williams**

- Attended Te Kōhaka o Tūhaitara Trust ‘drive around’ and commented positively on the vision for the community.
- Attended Hurunui water meeting.
- Attended meeting with Swannanoa Fire Service.
- Commented that the LTP deliberations were well organised.
- Attended Rangiora Airfield meeting, they were progressing an open day for the public. Commented that the airport had the right designation and issues had settled down.

11.5 **C Prickett**

- Attended Hurunui water meeting – they were progressing backflow prevention, as far as Waimakariri ratepayers, there were no real concerns in terms of the financial situation.
- Attended Milton Dog Park meeting and there had been an agreement on shelter placement.

11.6 **S Lewis**

- Learner Driver mentor programme – in week three of a five week course held at Tuahiwi Marae with nine students from young to mature age.
- Talking to K Graham (Journey Planner) regarding reflectors for Passchendaele Memorial Path.
- Attended opening of Biota Node at Woodend Beach in memory of the late Councillor Peter Allen.

11.7 **J Hoult**
• Timebank – had nearly completed constitution and were looking to make an application to become an incorporated society which required fifteen signatories.
• Encouraged groups to apply for Discretionary Funding.
• Attended retirement function for Ken Stevenson. Wanted to acknowledge his role in introducing her to the Council many years ago. J Hoult particularly noted the way in which he engaged and treated people and was prepared to listen and how these qualities had impressed her.

11.8 **M Clarke**

• Raised concerns regarding a development work site operating late at night and also causing footpath debris issues which were resolved by staff.
• Attended joint Drainage Advisory Groups’ meeting, staff discussed what was happening to alleviate issues.
• Moving of extra building for Health Hub was being slowed by work on Oxford Terrace and would more likely be November. Hospital staff were looking at running patient clinics at the Health Hub.

12 **CONSULTATION PROJECTS**


- To establish and operate a pre-school and café.
- Circulated to Board Members for information 21 May 2018.

13 **REGENERATION PROJECTS**

Updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 6 June 2018: $6,264.04.

14.2 **General Landscaping Fund**

Balance as at 6 June 2018: $1,840.

E Cordwell advised that the balance of the General Landscaping had been confirmed to be carried forward to next year.

15 **MEDIA ITEMS**

16 **QUESTIONS UNDER STANDING ORDERS**

Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.
NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 11 July 2018 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 7.57pm

CONFIRMED

________________________
Chairperson

________________________
Date

Workshop held from 8pm – 8.30pm.

1. Community Board Plan (8pm to 8.15pm).

Members reviewed the updated plan and agreed to send any further comments to the Governance Adviser. A formal report and final draft will be presented to the July Board meeting.

2. Community Board Discretionary Grant Fund (8.15pm to 8.30pm).

Member reviewed the current criteria and application form and agreed that applications should be considered at each meeting (monthly), rather than at every other meeting as at present. A formal report will be presented to the July Board meeting.

3. Members Forum
WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: DRA-05-01 / 180627071243
REPORT TO: Rangiora Ashley Community Board
DATE OF MEETING: 11 July 2018
FROM: Owen Davies, Drainage Asset Manager
SUBJECT: Crayfish (Koura) Creek Pedestrian Footbridge

1. SUMMARY
1.1 The purpose of this report is to:
   a) Seek approval from the Rangiora Ashley Community Board, to accept the quotation from Andrew Russell Ltd, for the installation of a new pedestrian footbridge across Crayfish Creek, similar to the existing Hegan Reserve footbridge.

Attachments:
   i. Crayfish (Koura) Creek Pedestrian Footbridge Report (Trim: 180502047945)
   ii. Hegan Reserve Footbridge Photo (Trim: 180509050477)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:
   (a) Receives report No. 180627071243.
   (b) Approves acceptance of quotation of $20,000, from Andrew Russell Ltd for construction of a new footbridge over Crayfish Creek, similar to the existing Hegan Reserve footbridge.
   (c) Circulates this report to the Utilities and Roading Committee for their information.

3. BACKGROUND
3.1. The Rangiora Ashley Community Board was asked to approve the location and construction of a new footbridge across Crayfish Creek at its meeting on 16 May 2018 refer Attachment i.

3.2. The proposed footbridge was not approved by the board due to styling and cost concerns and drainage staff were asked to obtain a new quote for a bridge similar to an existing footbridge located in the Hegan Reserve.

3.3. Andrew Russell Ltd, who built the Hegan Reserve Bridge was requested to submit a quotation for a new bridge at Crayfish Creek, of the same style.

3.4. The quotation from Andrew Russell Ltd was for $20,000 (including $5,000 for preparation of abutments and path).
3.5. The additional cost of structural certification is likely to be approximately $500 to $1000.

3.6. Andrew Russell Ltd was also asked to price the alternative Beca designed footbridge (not approved at the 16 May 2018 meeting). Andrew Russell was awaiting some material prices at the time of writing this report however estimated the cost at $40,000. This bridge already has a structural certification.

4. ISSUES AND OPTIONS

4.1. The Rangiora Ashley Community Board could approve the construction of a new footbridge by Andrew Russell Ltd for $20,000 (This is the preferred option) or

4.2. Instruct staff to request a fixed price quote from Andrew Russel for construction of the alternative Beca designed bridge (estimated at $40,000) or

4.3. Reject the tender of Andrew Russell Ltd and ask staff to seek alternative tenders from other suitably qualified construction firms. This is not recommended as the price is competitive and conforms with the Council's Procurement Policy.

4.4. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

Groups and Organisations

5.1. Te Ngai Tuahuriri Runanga have been consulted on the Koura Creek footbridge through the monthly WDC, Runanga liaison meetings and the resource consenting process.

5.2. No other community groups have been consulted on the footbridge however community consultation was carried out prior to the construction of the East Rangiora SMA and Greenspace reserve.

Wider Community

5.3. Adjacent property owners have taken a strong interest in the reserve, in particular the design and location of the Children’s Playground further to the North at the Crayfish Creek Spring Head.

6. IMPLICATIONS AND RISKS

Financial Implications

6.1. $100,000 of funding has been allocated to this project. Approximately $11,000 has been spent on obtaining resource consents from Environment Canterbury and the Waimakariri District Council, leaving approximately $89,000 in the budget. The quote from Andrew Russell Ltd is $20,000 dollars. This compares with an estimate of $40,000 for the alternative Beca designed bridge.

Community Implications

6.2. The new footbridge will provide a pedestrian linkage to the existing network of walkways around the East Rangiora Stormwater Management Area and the Northbrook Ponds reserve.

Risk Management
6.3. The footbridge has been designed to meet the current requirements of the Building Act and has a 50 year design life.

**Health and Safety**

6.4. Standard Health and Safety requirements during construction will apply to the tender.

7. **CONTEXT**

**Policy**

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

**Legislation**


**Community Outcomes**

7.3. The accessibility of community and recreation facilities meets the changing needs of our community

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

**Delegations**

7.5. The Rangiora Ashley Community Board have the delegation to approve the construction and style of the new Crayfish Creek footbridge within existing approved drainage budgets.
FILE NO and TRIM NO: DRA-05-01 / 180502047945

REPORT TO: Rangiora Ashley Community Board

DATE OF MEETING: 16 May 2018

FROM: Owen Davies Drainage Asset Manager

SUBJECT: Crayfish (Koura) Creek Pedestrian Footbridge

1. SUMMARY

1.1 The purpose of this report is to:

a) Inform the Rangiora Ashley Community Board on progress of the installation of a new pedestrian footbridge across Crayfish (Koura) Creek in the Drainage Reserve, north of Northbrook Road, Rangiora.

b) Seek approval for the proposed location and design of the footbridge.

Attachments:

i. Crayfish Creek Footbridge Design Drawings (Trim 170711071772)
ii. Artists impression of proposed Crayfish Creek Bridge (Trim: 180509050479,180509050478)
iii. Highgate Subdivision Layout Plan (Trim: 151105149522 – Drawing No. 3041 Rev C)
iv. Photographs of Proposed Bridge Locations (Trim 180503048297)
v. Hegan Reserve Footbridge Photo (Trim: 180509050477)
vi. Woodend Kaiapoi Cycleway Bridge Photo (Trim: 180509050474)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:

(a) Receives report No. 180502047945.

(b) Approves the design of the proposed footbridge in the location shown in Crayfish Creek Footbridge, Site Plan 3802, for an estimated cost of $56,000 (refer attachment i).

(c) Notes that construction of the footbridge will be tendered and is currently planned to be completed before 30 June 2018.

(d) Circulates this report to the Utilities and Roading Committee for their information.

3. BACKGROUND

3.1. The drainage reserve adjacent to Koura Creek and to the north of Northbrook Road was constructed as part of the East Rangiora Stormwater Management Area (SMA) which services the new Highgate Subdivision and an existing urban stormwater catchment north of Kippenberger Avenue.
3.2. Construction of the SMA which was practically completed in 2012, included a pedestrian footbridge (refer Attachment i and ii). Due to delays in completing the eastern stages of the subdivision and consequent access issues, construction of the footbridge has not been carried out yet.

3.3. The footbridge was designed to provide a pedestrian link between Watkins Drive (Road 1) and an existing walking track on the west side of Koura Creek (refer attached Highgate Subdivision Layout Plan and Site Plan – Attachments i and iii and photographs in Attachment iv).

3.4. The proposed Crayfish Creek Footbridge is of timber construction and is designed to be of a high standard and to be aesthetically pleasing in keeping with the natural amenity values of the reserve - refer Artists Impression of Proposed Crayfish Creek Bridge (Attachment ii)

3.5. The bridge will be tendered and is currently planned to be constructed this financial year (before 30 June 2018).

4. ISSUES AND OPTIONS

4.1. The proposed footbridge will provide a pedestrian linkage from Watkins Drive (yet to be constructed) to the existing network of walkways around the East Rangiora SMA and the Northbrook Ponds reserve.

4.2. An alternative bridge location was proposed at the existing concrete weir to the north of the proposed bridge site. This location was not considered appropriate because it did not proved a direct link from Watkins Drive to the reserve. The developer was not in favour of the alternative bridge location.

4.3. The Developer is presently constructing the final stages of the Highgate Development and is levelling the land to the east of the creek.

4.4. Maintenance of Crayfish Creek is carried out by the Three Waters Drainage Department. Native riparian planting has been established on both sides of the creek except where an existing hawthorn hedge borders the eastern bank. Decaying hedge clippings dropped into the creek have been identified by ecologists as a food source for the Koura. It is proposed that the hedge is retained and maintained in its current state.

4.5. The Crayfish Creek spring head is an important feature of the local landscape however the steep banks have been identified as a potential Health and Safety risk, given its proximity to the children’s playground. Future enhancements to this might include low fence/barrier of the spring head incorporating public interpretation boards. No budget has been established for barriers however drainage staff will work with Greenspace staff to develop a plan to enhance the area around the spring head.

4.6. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

Groups and Organisations

5.1. Te Ngai Tuahuriri Runanga have been consulted on the Koura Creek footbridge through the monthly WDC, Runanga liaison meetings and the resource consenting process.
5.2. No other community groups have been consulted on the footbridge however community consultation was carried out prior to the construction of the East Rangiora SMA and Greenspace reserve.

Wider Community

5.3. Adjacent property owners have taken a strong interest in the reserve, in particular the design and location of the Children’s Playground further to the North at the Crayfish Creek Spring Head.

6. IMPLICATIONS AND RISKS

Financial Implications

6.1. $100,000 of funding has been allocated to this project. Approximately $11,000 has been spent on obtaining resource consents from Environment Canterbury and the Waimakariri District Council, leaving approximately $89,000 in the budget. The bridge is estimated to cost $56,000 dollars (including a 10% construction contingency) to build. This compares with $15,258 to construct the Hegan Reserve footbridge (see attachment v) and $50,500 for the Woodend Kaiapoi cycleway bridge (see attachment vi). Tenders for the Cycleway Bridge ranged from $50,000 to $100,000.

Community Implications

6.2. The new footbridge will provide a pedestrian linkage to the existing network of walkways around the East Rangiora Stormwater Management Area and the Northbrook Ponds reserve.

Risk Management

Health and Safety

6.3. Standard Health and Safety requirements during construction will apply to the tender. The footbridge has been designed to meet the current requirements of the building Act.

7. CONTEXT

Policy

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

Legislation


Community Outcomes

7.2. The accessibility of community and recreation facilities meets the changing needs of our community

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

7.1. The Rangiora Ashley Community Board have the delegation to approve the location of the proposed footbridge.
These plans and specifications must be kept on site during construction, and made available to the building officer on request. Failure to do so will mean an automatic failure of the building inspection and will necessitate re-booking the inspection at the applicant’s expense.

All boundary survey pegs must be located and flagged by the owner before work is commenced.

**INSPECTIONS**

for bookings or building enquiries
please phone the BUILDING UNIT on:

03 311 8906

or

Email inspection bookings to: bcbooking@wmk.govt.nz

- Please refer to your inspection schedule for details of inspections to be carried out.
- 2-3 working day’s notice should be given and provision made to allow access.
- The Code Compliance Certificate will be issued once the:
  - Final inspection has been carried out and passed
  - Audit of WDC building consent file has been completed
  - Payment of any outstanding invoices is received
LOT 700
DP 497145

LOT 305
DP 460960

142 Northbrook Road

location of proposed bridge

NORTHBROOK ROAD

CONSTRUCTION SET
Approved

CRAYFISH CREEK FOOTBRIDGE

SITE PLAN

SECTION 37 OF THE BUILDING ACT
APPLIES TO THIS CONSENT

A RESOURCE CONSENT IS REQUIRED FOR THIS PROJECT

Until the Resource Consent has been granted refer to the Special Conditions of the Building Consent for the extent of work that can be carried out.
CRAYFISH CREEK FOOTBRIDGE

FOR TENDER

Prepared for
WAIMAKARIRI DISTRICT COUNCIL

By
Beca

21 MARCH 2017
PIED STORMWATER DESIGN FOR STAGE 4 IS INDEPENDENT OF STAGE 3 AND WILL FOLLOW LATER.

STORMWATER NOTES:

REFER TO SHEET CC-3001 FOR CONSTRUCTION AND GENERAL NOTES.

ALL PIPE DIMENSIONS ARE INSIDE DIAMETER.

ALL PIPE LAYING TO W.D.C SECTION 5 UNLESS STATED OTHERWISE.

BACKFILL TO W.D.C CE Ông SECTION 5.10 BACKFILL IN ALL LEGAL ROADS SHALL BE PITRUN OR APPROVED GRANULAR MATERIAL.

ALL MANHOLES TO W.D.C ECoP STD DRG. 600-302 AND 600-303. FLUSH MANHOLE TO W.D.C STD DRG. 600-312.

ALL SUMPS TO W.D.C ECoP STD DRG. 600-321 TO 600-329.

ALL LID AND GRATE LEVELS ARE TO BE CONFIRMED ON SITE BY CONTRACTOR AND MADE TO MATCH FINAL GROUND LEVEL PROFILE WITH PROVISION FOR ADJUSTMENT IN THE FUTURE IF REQUIRED.

METAL HAUNCHING AND BEDDING TO W.D.C ECoP STD DRG 600-344A & 600-344B.

PIPE LAYING AT MANHOLES TO W.D.C ECoP STD DRG. 341.

ALL LEVELS AND GRADES TO BE VERIFIED ON SITE BEFORE CONSTRUCTION.

STORMWATER NOTES:

STORMWATER LAYOUT

SHEET 2 OF 2

BUOYANCY (CIRCULAR CHAMBER)

MANHOLE WET WELL

INTERNAL DIA PLINTH WIDTH DIAMETER THICKNESS

(m) (m) (m) (m)

1050 Dia - 1.0m deep 1.066 0.15 1.494 0.15
1050 Dia - 1.5m deep 1.066 0.15 1.494 0.15
1050 Dia - 2.0m deep 1.066 0.25 1.694 0.35
1050 Dia - 2.5m deep 1.066 0.25 1.694 0.35
1050 Dia - 3.0m deep 1.066 0.25 1.694 0.35
1200 Dia - 1.0m deep 1.207 0.15 1.647 0.15
1200 Dia - 1.5m deep 1.207 0.15 1.647 0.15
1200 Dia - 2.0m deep 1.207 0.25 1.847 0.35
1200 Dia - 2.5m deep 1.207 0.25 1.847 0.35
1200 Dia - 3.0m deep 1.207 0.25 1.847 0.35
1500 Dia - 1.0m deep 1.524 0.15 2.002 0.15
1500 Dia - 1.5m deep 1.524 0.25 2.202 0.35
1500 Dia - 2.0m deep 1.524 0.25 2.202 0.35
1500 Dia - 2.5m deep 1.524 0.25 2.202 0.35
1500 Dia - 3.0m deep 1.524 0.25 2.202 0.35
1800 Dia - 1.0m deep 1.829 0.25 2.507 0.35
1800 Dia - 1.5m deep 1.829 0.25 2.507 0.35
1800 Dia - 2.0m deep 1.829 0.25 2.507 0.35
1800 Dia - 2.5m deep 1.829 0.25 2.507 0.35
1800 Dia - 3.0m deep 1.829 0.25 2.507 0.35

FOR CONTINUATION SEE 223094-0000-DRG-CC-3040.
Photo 1 – Proposed bridge location looking upstream

Photo 2 – Proposed bridge location looking east from Koura Reserve
Photo 3 – Alternative bridge location at existing weir structure looking upstream

Photo 4 – Alternative bridge location at existing weir structure looking east from Koura Reserve
1. SUMMARY

1.1 This report requests that the Rangiora Ashley Community Board recommends to Council that it amends the parking Bylaw 2007 as follows:

1. Adds a “No Parking” restriction on the north side of Oxford Road for a distance of 39m west of Charles Upham Drive

2. Adds the following following “No Parking” restrictions which have been marked on Oxford Road:
   - South side of Oxford Road, from the sump west of Acacia Avenue westward for 14.6m
   - South side of Oxford Road, from the sump east of Acacia Avenue eastward for 15.3m.
   - North side of Oxford Road from Charles Upham Drive eastward for 68.m

3. Adds a “No Parking restriction” on the north / east side of Charles Upham Drive from Oxford Road to the Charles Upham Village vehicle entrance (a distance of approximately 390m)

4. Adds a “No Parking” restriction on the south / west side of Charles Upham Drive at the pedestrian crossing point adjacent to the southern pedestrian access to the Charles Upham retirement village.

These measures are in response to safety concerns raised by residents of the Charles Upham retirement village, and formalise some parking restrictions which have been marked previously. Some other safety concerns which have been raised by the residents are likely to be addressed by the proposed urbanisation of Oxford Road and associated intersection improvements.

Attachments:
   i. R&M Moffatt Trust Preschool Decision (Trim 171208133511)
   ii. Draft Amended Parking Bylaw 2007 Second Schedule (TRIM No 180629072243)
2. **RECOMMENDATION**

**THAT** the Rangiora Ashley Community Board recommends:

**THAT** the Council:

(a) **Receives** report No. 180628071686.

(b) **Adopts** the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (TRIM No 180629072243)

(c) **Notes** that other safety concerns at the Oxford Road, Acacia Avenue, Charles Upham Drive intersection are to be addressed in the Oxford Road urbanisation project

(d) **Notes** that further parking restrictions may be required on Oxford Road to accommodate right turn bays at the intersection

(e) **Notes** that further parking restrictions may be required on the roading network north of the Charles Upham village vehicle entrance. These will be added to the parking bylaw second schedule when this section of road is vested in Council.

3. **BACKGROUND**

**Current Situation**

3.1 Oxford Road is a Strategic Road in the District’s roading hierarchy. Acacia Avenue is a Local Road.

3.2 The length of Charles Upham Drive from Oxford Road to the entrance to the retirement village has only recently been vested in Council, and is a Collector Road. However it is unlikely to fully function as such until the connection to Huntingdon Drive is complete.

3.3 Oxford Road has priority over both Acacia Avenue and Charles Upham Drive at the intersection. Both side roads have Give Way controls at the intersection.

3.4 Recorded traffic volumes on Oxford Road east of Westpark Boulevard have reduced from 6,700 vehicles per day (Vpd) in November 2016 to 6,000 in August 2017. This reduction in recorded traffic volume could be attributable to the time of year of the counts were taken and to the sealing of River Road, which has enabled northbound through traffic to use Lehmans and River Roads rather than Oxford Road and West Belt. It is, however, anticipated that traffic volumes on this section of Oxford Road will increase as development of the Westpark subdivision continues.

3.5 A 2013 count recorded 880 vpd on Acacia Avenue. No counts have yet been recorded on Charles Upham Drive. Traffic Impact Assessments for the Plan Changes for the developments on Charles Upham Drive estimated that 1100 vpd would use this road once the developments were complete.

3.6 All three roads have 50km/h speed limits at the intersection. The speed limit on Oxford Road changes to 70km/h approximately 190m west of the intersection. Whilst no speed surveys have been done on Oxford Road, operating speeds at the intersection are likely to be higher than normally expected in 50km/h areas due to the proximity of the speed limit change.

3.7 No stopping lines have been marked on Oxford Road to the west and east of Acacia Avenue, and to the east of Charles Upham Drive. These restrictions have not yet been included in Council’s parking bylaw schedule.
3.8 A no stopping line has been marked on the eastern side of Charles Upham Drive from approximately 70m from the intersection with Oxford Road to the vehicle entrance of the Charles Upham Village. This parking restriction was marked by the developer prior to vesting the road in Council. It has therefore also not been included in Council’s parking bylaw schedule.

3.9 A pedestrian crossing point has been provided across Charles Upham Drive adjacent to the southern pedestrian access to the Charles Upham Village.

**Future Developments**

3.10 There is a project underway to urbanise the northern side of Oxford Road from Charles Upham Drive to Westpark Boulevard. This is currently at the preliminary design stage. It is expected to include the following features:

- Kerb and channel and footpath on the northern side of Oxford Road;
- Upgrade to the Oxford Road, Acacia Avenue, Charles Upham Drive intersection. This is likely to consist of right turn bays for both Acacia Avenue and Charles Upham Drive;
- Provision of cycle facilities on Oxford Road to connect with the facilities at the Westpark subdivision; and
- Extension of the 50km/h speed limit to beyond Westpark Boulevard.

3.11 A resource consent was granted on 8th December 2017 for the development of a child care centre on the northwestern corner of the Oxford Road, Charles Upham Drive intersection (RC165328). The Consent decision is included as Attachment i. The consented development included an entrance on Charles Upham Drive, and an exit on Oxford Road.

4. **ISSUES AND OPTIONS**

**Safety Concerns at the Oxford Road Acacia Avenue, Charles Upham Drive Intersection**

4.1 Residents of the Charles Upham retirement village have contacted Councillors and raised concerns about the following safety issues:

- Speed of traffic on Oxford Road at the intersection with Charles Upham Drive and Acacia Avenue;
- A risk of being hit from behind when turning right into Charles Upham Drive;
- Lack of a safe crossing point for pedestrians crossing Oxford Road near the intersection; and
- Vehicles parked on Oxford Road to the west of Charles Upham Drive can block visibility along Oxford Road for drivers turning out of Charles Upham Drive.

4.2 A meeting was held on site between staff, Councillors, and representatives of the Charles Upham village residents to discuss the residents’ concerns. The following were agreed at the meeting:

- Traffic calming and speed reduction measures would be incorporated in the design of the Oxford Road urbanisation project;
- An upgrade to the Oxford Road, Charles Upham Drive, Acacia Avenue intersection (including the expected incorporation of right turn bays) will be included in the Oxford Road urbanisation project;

- A pedestrian crossing facility on Oxford Road will be included in the urbanisation project;

- Feedback will be sought from the Charles Upham residents regarding the preliminary design of the urbanisation project prior to it proceeding to detailed design; and

- Measures to prohibit parking on the north side of Oxford Road immediately east of Charles Upham Drive would be implemented as quickly as possible.

### 4.3

A desk top review of sight distances for drivers turning out of Charles Upham Drive has been carried out. It is estimated that 45m sight distance is able to be achieved if a vehicle is legally parked on Oxford Road. This is significantly less than the 123m sight distance recommended in Austroads for a 60km/h speed environment.

### 4.4

The limit lines on Charles Upham Drive and Acacia Avenue are 3m and 4.5m forward of the adjacent kerb line respectively (see Figure 1). This may result in some drivers feeling a little exposed and vulnerable if they stop at the limit line. These drivers may stop short of the limit line. This may further compromise the effective sight distances at the intersection.

![Figure 1 Limit Lines at the Intersection](image)

### 4.5

Furthermore, there is a potential of conflict between parked vehicles leaving the parking spaces and entering the Oxford Road, and turning vehicles arriving at the limit line.

### 4.6

The limit lines will be moved closer to the kerb lines when right turn bays and cycle facilities are provided on Oxford Road. Issues associated with the limit lines being forward of the kerb lines are therefore expected to be addressed at this stage. Parking will need to be prohibited adjacent to the intersection in order to accommodate right turn bays at the intersection.

### 4.7

It is therefore recommended that parking be prohibited on the north side of Oxford Road for a distance of 39m west of Charles Upham Drive. Parking prohibitions may need to be extended beyond this point in order to accommodate a right turn bay at this location. This will be confirmed once the design of the intersection upgrade and urbanisation is complete.
Other Parking Restrictions

4.8. As noted above, parking restrictions have been marked at the intersection and on Charles Upham Drive. These restrictions have not yet been included in the Parking Bylaw schedule. These restrictions are discussed below:

Oxford Road at Charles Upham Drive, Acacia Avenue Intersection

4.9. The following “No Parking” restrictions have been marked on Oxford Road:

- South side of Oxford Road, from the sump west of Acacia Avenue westward for 14.6m
- South side of Oxford Road, from the sump east of Acacia Avenue eastward for 15.3m.
- North side of Oxford Road from Charles Upham Drive eastward for 68.m

4.10. These restrictions are shown on Figure 2.

![Figure 2 Parking Restrictions Oxford Road](image)

4.11. These parking restrictions help address visibility issues at the intersection. It is therefore recommended that these restrictions are added to the Parking Bylaw Schedule.

Charles Upham Drive East Side

4.12. “No Parking” is marked on the east side of Charles Upham Drive from 70m north of Oxford Road to the Charles Upham Village vehicle entrance (a distance of approximately 300m). This was marked by the developer of the village and subdivision prior to the road being vested in Council.

4.13. This was marked in response to increasing demand for on street parking as the village has developed. Some of that demand has been from construction workers working on the village development, and more recently working on the villas and apartments on the west side of Charles Upham Drive. However, it is considered that a significant parking demand is being generated by staff of the village. There is also likely to be a small increase in parking demand from the villas and apartments being constructed on the west side of Charles Upham Drive.

4.14. Charles Upham Drive has a 9m wide carriageway. This is wide enough for one parked vehicle, and one vehicle travelling in each direction. Significant parking demand is likely to result in vehicles parked on both sides of the road. This then does not leave room for vehicles travelling in opposite directions to pass. This is considered unsuitable a Collector Road.
4.15. There is likely to be an increase in parking demand at preschool drop off and pick up times once the preschool at the intersection of Oxford Road and Charles Upham Drive is operational. There is a potential increased risk when vehicles are parked on both sides of the road, there is insufficient room for vehicles to travel in both directions, and small children are crossing the road.

4.16. It is therefore recommended that the existing no parking markings be added to the Parking Bylaw Schedule, and that the “No Parking” be extended to Oxford Road.

4.17. Further parking restrictions are likely to be required on the roading network north of the retirement village vehicle entrance, These sections of road are not yet vested in Council, and/or still under construction. Further parking restrictions will be investigated when they are vested in Council.

Charles Upham Drive West Side at the Pedestrian Crossing Point

4.18. There is a pedestrian crossing point across Charles Upham Drive adjacent to the southern pedestrian access to the Charles Upham Village. This crossing point includes pedestrian cut downs and tactile pavers. Figure 3 shows the location of the pedestrian crossing point. This photograph was taken prior to the completion of the crossing point on the northern side of the road. There is now a path linking the pedestrian bridge with a new crossing point directly opposite the existing one.

Figure 3 Pedestrian Crossing Point

4.19. Vehicles parked on the road may block the pedestrian cut downs or limit visibility for pedestrians crossing the road.
4.20. Given the proximity to the pedestrian access of the retirement village, many of those crossing the road at this location may be frail and/or have restricted mobility. The current “No Parking” markings on the northern / eastern side of Charles Upham Drive provide clear visibility from, and access to, the crossing point on that side of the road. However, there is no such protection on the southern / western side of the road.

4.21. A kerb build out was considered on this side of the road to prevent parking, and enable pedestrians to have better visibility. However, it was felt that a build out on the inside of a curve such as this could pose a hazard, particularly to vehicles cutting the corner at night or other times of low traffic volumes and few vehicles parked on the road.

4.22. It is therefore recommended that parking is prohibited for 6m either side of the kerb cut down on the south western side of Charles Upham Road.

4.23. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations Representatives of the Charles Upham Village residents have initiated this work through contact with Council elected representatives. A meeting has been held with the resident’s representatives and Council staff and elected representatives.

5.2. Wider Community Consultation with the wider community is not considered necessary for the following reasons:

- No stopping has already been installed on the 3 of the 4 corners of the Oxford Road intersection and would be anticipated at an intersection such as this;
- No stopping will be required at any case when the right turn bays are installed and the turning bays could not operate effectively without it;
- This is, and has been raised as, a safety issue;
- The proposed Preschool has provision for onsite parking and any parking along the Oxford Road kerb line would block visibility from the exit onto Oxford Road – hence will be required in the future anyway from a safety perspective;
- The adjoining property to the west of the site is accessed off Brick Kiln Lane which is 100m away and therefore the installation of the no stopping would have little effect on them;
- The property opposite has frontage to Acacia Avenue and access off this road as well. There is plenty of on street parking available for visitors in Acacia Avenue;
- During the consent process, the preschool indicated a willingness to limit parking to one side of Charles Upham Drive outside their property.

5.3.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications This proposal is estimated to cost $1,000. This is able to be met from the Minor Improvements budget.

6.2. Community Implications
6.3. Risk Management

6.4. Health and Safety

7. CONTEXT

7.1. Policy

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

7.2. Legislation

7.2.1. The Parking Bylaw was drafted under powers in the Local Government Act 1974 (section 684) and the Transport Act 1962 (section 72 (1)(k)). Amendments are similarly authorised. These matters are unchanged by the Local Government Act 2002.

“Transport Act 1962

72. Bylaws as to the use of roads—

Subject . . . to the provisions of this Act or of any other enactment in respect of any of the matters referred to in this subsection, any Minister of the Crown in respect of any roads under his control, or any local authority in respect of any roads under its control, may from time to time make bylaws for any of the following purposes:

[(k) Prohibiting or restricting, subject to the erection of the prescribed signs, the stopping, standing, or parking of vehicles on any road; limiting the stopping, standing, or parking of vehicles on any road to vehicles of any specified class or description; limiting the period of time that vehicles may park on any part of the road where parking is limited to such vehicles; and providing that a vehicle used for the time being for any specified purpose shall be deemed for the purposes of the bylaw to be of such class or description as is specified in the bylaw, notwithstanding that the vehicle may belong to any other class or description for any other purpose:]”

7.2.2. The Parking Bylaw clause 4 permits the Council, by resolution, to amend parking restrictions.

“4 The Council may from time to time by resolution impose parking standing or stopping restrictions on any road or other area controlled by the Council…”

7.3. Community Outcomes

There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised. ¹²³⁴
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised. ¹³⁴

Transport is accessible, convenient, reliable and sustainable

7.4. Delegations

7.4.1. The Board, under delegation S-DM 1042, has specific jurisdiction for:

“Approving traffic control and constraint measures on streets, including parking”
Our Reference: RC165328 / 171208133495
Valuation Reference: 21657-159-10

8 December 2017

R & S Moffatt Trust Partnership
C/- Novo Group Ltd
PO Box 365
CHRISTCHURCH 8140

Dear Sir/Madam

AMENDED DECISION ON RESOURCE CONSENT APPLICATION
R & S MOFFATT TRUST PARTNERSHIP – 1, 3 & 5 CHARLES UPHAM DRIVE RANGIORA

Please find enclosed a copy of the amended decision reached by the Plan Implementation Manager under delegated authority from the Council on the above application.

The purpose of this minor amendment is to amend the reasons for the decision. The amendment is required because the first reason, being ‘Those considered to be potentially adversely affected by the proposal have provided written affected party consent’ is incorrect as the owners and occupiers of 70 Oxford Road, Mr and Mrs Zahner, did not provide written consent to the proposal, and in fact made a submission in opposition to the proposal.

Mr Zahner has brought this error to my attention and has requested that the error be corrected.

It is considered the matter raised is best dealt with as a minor amendment under s133A of the Resource Management Act 1991.

Yours faithfully

Garry Blay
RESOURCE MANAGEMENT PLANNER

Encl

CC: Mr and Mrs Zahner
WAIMAKARIRI DISTRICT COUNCIL

IN THE MATTER of the Resource Management Act 1991

AND

IN THE MATTER of an application lodged by R & S Moffatt Trust Partnership for a resource consent under Section 88 of the aforementioned Act.

APPLICATION

The applicants sought a resource consent to establish and operate two retail activities, being a preschool (about 580m² plus 100m² first floor staff and meeting rooms) and café (net floor area 44m²), in a Residential 2 Zone.

The preschool will:

- cater for a maximum of 120 children (maximum of 24 children 0 to 2 years) with 16 FTE staff and a maximum of 18 staff on-site at any time;
- operate from 7.00am until 6.00pm Monday to Friday, excluding public holidays;
- include outdoor play areas and on-site car parking.

The café will:

- operate from 7.00am until 3.00pm Monday to Friday;
- require 2 to 3 staff.

The activity will consist of a 724m² gross floor area with 23 on-site car parks provided. Entry to the car park will be from Charles Upham Drive located to the east of the site. Exit from the car park will be onto Oxford Road.

The road boundaries of the site are to be landscaped or provided with a 1.8 metre high wooden acoustic fence (5 metre length along the northern boundary with Charles Upham Drive) or 1.2 (car park) to 1.5 (road boundary) metre high pool type fencing.

The internal western boundary will be provided with a 2.1 metre high wooden acoustic fence. Outdoor play areas will be located to the north and east of the building.

Signage will consist of a single free standing sign (overall height 2.5m, signage area 2.16m²) located at the Oxford Road/Charles Upham Drive intersection frontage.
DECISION

The Plan Implementation Manager, on the 28th November 2017, approved:

THAT pursuant to Section 104B of the Resource Management Act 1991 consent be granted to establish and operate a preschool facility and café within Lots 1, 2 and 3 of RC145670 (to become Lot 1 DP 512829) being a subdivision of Lot 2 DP 476951 and Pt RS 968 at 56 Oxford Road, Rangiora as a discretionary activity subject to the following conditions which are imposed under Section 108 of the Act:

1. Except where necessary to give effect to the following conditions, the activity shall be carried out in accordance with the attached approved application plans.

2. Standards

All stages of design and construction shall be in accordance with the Waimakariri District Council Engineering Code of Practice.

3. Stormwater

3.1 The Consent Holder shall design and install the car park stormwater reticulation incorporating the following parameters:

   - The trapped portion of the sumps shall be sized to contain a volume equal to 25mm of rain falling on the contributing catchment surface area.

   - Calculations shall be based on rainfall for the site location using rainfall figures from NIWAs HIRDS Version 3 plus a 16% allowance for climate change.

3.2 The Consent Holder shall prepare stormwater plans to be submitted to the Council for approval. The plans shall include car park levels, collection areas, and flow calculations.

3.3 The Consent Holder shall install an oil/grit interceptor trap to treat the hardstand runoff from the sealed carpark and service areas.

4. Roading

4.1 The Consent Holder shall mark Oxford Road outside the site, and install temporary "safe hit" posts in accordance with Waimakariri District Council drawing 3861 (Issue A).

4.2 The Consent Holder shall design and plant the landscaping on the Oxford Road boundary to allow required visibility and sight distances to pedestrians or vehicles from the site exit, as outlined in the Waimakariri District Plan.

4.3 As the network utility provider, the Council Road Maintenance Contractor shall carry out all markings at the Consent Holder’s expense.
5. **Car Park**

5.1 The car park shall be formed, drained and sealed in accordance with the Waimakariri District Council Code of Practice.

5.2 The car park shall be installed generally in accordance with Waimakariri District Council Standard Plan 600 - 274 (Issue D).

6. **Access**

6.1 The Consent Holder shall form and seal the accesses to accord with Waimakariri District Council Standard Drawing 600-212A (Issue B).

6.2 Access widths at the kerb line shall not exceed 10 metres at Charles Upham Drive, and 7 metres at Oxford Road.

7. **Signage**

7.1 A single freestanding sign shall be located in the position shown on the attached approved application plan and shall not exceed 2.5 metres in overall height or 2.16m² in area on each side.

7.2 The freestanding sign shall not be illuminated.

8. **Landscaping**

8.1 Landscaping shall be carried out to a minimum standard of that shown on the approved application plans.

8.2 Except within areas required for visibility and sight distances to pedestrians or vehicles from the site exit onto Oxford Road (as per condition 4.2), landscaping shown on the attached approved application plan to the west of the car park and adjacent to the acoustic boundary fence shall have a minimum mature height of 2 metres.

8.3 Any dead or dying plants shall be replaced as soon as practicable.

9. **Lighting**

9.1 Any security lighting installed on the outside of the building, or within the site, shall be low level, downward and inward facing, and shall not spill onto neighbouring lots or any road.

10. **Number of children and staff**

10.1 The number of children on-site at any time shall not exceed 120, including a maximum of 24 under two years age.

10.2 The number of staff on-site at any time shall not exceed 21.
11. **Café**

11.1 The net floor area of the café shall not exceed 44m².

12. **Hours of operation**

12.1 Hours of operation of the preschool shall only be between 7.00am and 6.00pm Monday to Friday, excluding Public Holidays.

12.2 Hours of operation for the café shall only be between 7.00am and 3.00pm Monday to Friday.

13. **Fencing**

13.1 The acoustic fence located along the western boundary shall not exceed a maximum height of 2.1 metres.

13.2 The acoustic fence located along the northern Charles Upham Drive frontage shall not exceed a maximum height of 1.8 metres, and shall extend for a maximum of 5 metres from the western site boundary.

13.3 All acoustic fencing shall meet a minimum specification of 8 kg/m².

13.4 All other fencing shall be as indicated on the attached approved application plan.

14. **Noise**

14.1 The operation of the pre-school shall comply with the following noise controls that are to apply at the notional boundary of any dwelling house when measured and assessed in accordance with NZS 6801:1991 "Assessment of Environmental Sound":

a) Daytime: 7am to 7pm Monday to Saturday, and 9am to 7pm Sundays and Public Holidays: 50dB(A) L10.

b) Other times: 40dB(A) L10.

c) Daily 10pm-7am the following day: 70dB(A) Lmax.

15. **Traffic Management**

The Consent Holder shall submit for approval a Traffic Management Plan detailing traffic control works (including sketch layout and control signs). This plan shall be submitted prior to work commencing on or in Oxford Road and Charles Upham Drive. Traffic Management shall be to Level 1, as described in the NZ Transport Agency Code of Practice for Temporary Traffic Management.

16. **Plans & Specifications**

The Consent Holder shall submit detailed design plans and specifications for the works including the car park, stormwater and servicing to the Council for approval. No works shall commence until formal approval is issued in writing.
17. **As Built Plans**

"As Built" plans setting out in detail the location of all services shall be provided to the Council immediately following completion of the works and shall be available at the time of inspection. Two sets of plans shall be provided at a scale of 1:200 or 1:250.

18. **Conditions Auditing**

The Council will audit compliance with the conditions of consent by both site inspections and checking of associated documentation to ensure the work is completed in accordance with the approved plans and specifications and to the Council's standards.

The Council will undertake inspections and checking at the consent holder's cost. The consent holder, or their authorised agent, shall notify Council at least one working day prior to commencing various stages of the works. This is to enable audit inspections required by the consent to be performed.

The minimum level of inspection shall be as follows:

**Services**

- Inspection of stormwater piping and associated works.
- Prior to backfilling of service trenches.

**Roading**

- Upon completion of carriageway markings and installation of 'safe hit' posts.

**Access and Car Park**

- On completion of excavation to subgrade.
- Following compaction of base course prior to final surfacing.
- At the completion of the works.

Where repeat inspections are required because of faulty workmanship or work not being ready contrary to the receipt of a notification, such inspections will be carried out at cost for staff time and vehicle running costs for kilometres travelled.

19. **Works Conditions**

Works will not be considered to be completed until conditions 1 to 18 above have been met to the satisfaction of the Waimakariri District Council, at the expense of the applicant.

ADVICE NOTES
a) This consent does not provide approval under the Building Act or any relevant Regional Plan.

b) With regard to Condition 4.1 the markings will be modified and the safe hit posts removed in conjunction with the urbanisation of Oxford Road.

c) The requirements and conditions listed are a statement of the Council’s minimum standards. Where the Consent Holder proposes higher standards or more aesthetically acceptable alternatives these shall be submitted to the Council for approval.

d) The minimum floor level of any dwelling erected on the lot should be set per condition 16 of RC145670 and the subsequent consent notice registered on the Certificates of Title for Lots 1 to 3.

e) The Traffic Management Plan forms can be sourced from the Waimakariri District Council Service Centres or on-line at:

http://www.waimakariri.govt.nz/services/roads-and-transport/traffic-management

REASONS FOR THE DECISION

Pursuant to Section 113 of the Act the Council was satisfied that:

- While the identified affected party made a submission in opposition focused on traffic safety effects on Oxford Road and noise associated with vehicles using the exit onto Oxford Road, a noise report prepared by an appropriately qualified and experienced professional concluded noise would be within acceptable limits, and the Council’s Senior Traffic Engineer concluded the use of the entrance onto Oxford Road would not result in adverse effects to traffic safety or movement.
- The environmental effects will be no more than minor.
- Character and amenity will be maintained.
- Adverse traffic safety and movement effects will be avoided or mitigated to an extent where they are no more than minor.
- The proposal is not contrary to the Objectives and Policies of the District Plan.

DATED at Rangiora this 8th Day of December 2017

[Signature]

SIGNED by Garry Blay
RESOURCE MANAGEMENT PLANNER
ADDITIONAL AP65 SUB BASECOURSE AS NECESSARY TO REACH FIRM SUBGRADE

CROSS SECTION A-A

PROPERTY BOUNDARY

BOUNDARY

EXCAVATION LIMITS

SURFACE SLOPING TOWARDS KERB AT MINIMUM OF 4%.

FOOTPATH

CONCRETE SURFACE

KERB CHANNEL

COMMERCIAL HEAVY DUTY CROSSING REINFORCING BEAM AS REQUIRED

SECTION B-B

NOTES

1. CONCRETE TO COMPLY WITH Nzs 3109 : 1997
2. CONCRETE TO HAVE COMPRESSIVE STRENGTH OF 20 MPa AT 28 DAYS.
3. KERB LEVELS ON PLAN GIVEN TO KERB TOP.
4. OFFSETS GIVEN TO KERB FACE.

ISOMETRIC VIEW

COMMERCIAL HEAVY DUTY CROSSING REINFORCING BEAM
<table>
<thead>
<tr>
<th>Zone</th>
<th>Land Use or Activity</th>
<th>Access Formation minimum Width (meters)</th>
<th>Minimum Legal Width (meters)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Zones</td>
<td>0 to 2 dwellinghouses</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>3 to 6 dwellinghouses or any other land use</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>Business Zones</td>
<td>Any land use</td>
<td>6m, or separate entry and exit carriageways of 3m each</td>
<td>8m or two separate carriageways of 5m</td>
</tr>
</tbody>
</table>

NOTES

1. Surfacing: Single coat hot bitumen and grade 4 chip or bitumen prime coat and 20mm asphaltic concrete.
2. Basecourse: Minimum of 100mm TNZ M/4 AP40
3. Subcourse: Minimum of 150mm TNZ M/5 AP65
WAIMAKARIRI DISTRICT COUNCIL

RIGHTS OF OBJECTION

RESOURCE MANAGEMENT ACT 1991 & LOCAL GOVERNMENT ACT 2002

RIGHTS OF OBJECTION

The applicant may within 15 working days after the decision being received by them, lodge an objection with the Council against one or more conditions of consent in accordance with Section 357 of the Resource Management Act 1991.

Objections to development contributions are considered under the Local Government Act 2002. Objections must be made in accordance with the statutory guidelines in Section 199 and Schedule 13A of the Local Government Act 2002.

Any objection under the Resource Management Act 1991 or Local Government Act 2002 is required to be made by notice in writing to:

The Plan Implementation Manager
Waimakariri District Council
Private Bag 1005
RANGIORA 7440

If you are in any doubt as to the procedure to be followed, or any matter arising out of the same, it is strongly recommended that you seek professional advice.

LAPSING OF CONSENT

Attention is drawn to Section 125 of the Resource Management Act 1991 which provides that a resource consent shall lapse five years after the date of commencement (being the issue date of the consent) or after the expiry of such shorter or longer period as expressively provided for in the consent unless:

(a) The consent is given effect to; or

(b) An application is made to the consent authority to extend the period after which the consent lapses, and the consent authority decides to grant an extension after taking into account –

(i) whether substantial progress or effort has been, and continues to be, made towards giving effect to the consent; and

(ii) whether the applicant has obtained approval from persons who may be adversely affected by granting of the extension; and

(iii) the effect of the extension on the policies and objectives of any plan or proposed plan.

OTHER LEGAL REQUIREMENTS

Section 23 of the Resource Management Act 1991 provides that compliance with the Resource Management Act 1991 (e.g. by obtaining of an appropriate resource consent) does not remove the need to comply with all other applicable Acts, Regulations, Bylaws and rules of law.
## Second Schedule – Parking Restrictions

<table>
<thead>
<tr>
<th>Item</th>
<th>Town</th>
<th>Street</th>
<th>Location</th>
<th>Side of Street</th>
<th>Parking Restriction</th>
<th>Qualifying Remarks</th>
<th>Comments for consideration by and the information of the Council</th>
<th>Amendment Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>74c</td>
<td>Rangiora</td>
<td>Carpark south of Alfred St between Percival St and Victoria St</td>
<td>See TRIM 151001136999</td>
<td>South</td>
<td>P120 Monday to Friday</td>
<td>Includes land owned by Mandeville Properties but not the land owned by Rangiora Toyota</td>
<td>Item to be deleted - duplicated in items 29b and 44b.</td>
<td>3 November 2015 20 September 2016</td>
</tr>
<tr>
<td>74d</td>
<td>Rangiora</td>
<td>Oxford Rd</td>
<td>From Acacia Ave for 22.5m to the west</td>
<td>South</td>
<td>No Parking</td>
<td>To improve sight distance from intersection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>74e</td>
<td>Rangiora</td>
<td>Oxford Rd</td>
<td>From Acacia Ave for 24.3m to the east</td>
<td>South</td>
<td>No Parking</td>
<td>To improve sight distance from intersection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>74f</td>
<td>Rangiora</td>
<td>Oxford Rd</td>
<td>From Charles Upham Drive for 68.7m to the east</td>
<td>North</td>
<td>No Parking</td>
<td>To improve sight distance from intersection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>74g</td>
<td>Rangiora</td>
<td>Oxford Rd</td>
<td>From Charles Upham Drive for 39m to the east</td>
<td>North</td>
<td>No Parking</td>
<td>To improve sight distance from intersection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>74h</td>
<td>Rangiora</td>
<td>Charles Upham Drive</td>
<td>From Oxford Rd to Vehicle entrance to Charles Upham Village (approximately 390m)</td>
<td>East</td>
<td>No Parking</td>
<td>To limit parking to one side and enable clear 2 way traffic on roadway</td>
<td></td>
<td></td>
</tr>
<tr>
<td>74i</td>
<td>Rangiora</td>
<td>Charles Upham Drive</td>
<td>6m either side of pedestrian crossing point opposite southern pedestrian access to Charles Upham Village</td>
<td>West</td>
<td>No Parking</td>
<td>To provide improved sight distance at pedestrian crossing point</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Item</td>
<td>Town</td>
<td>Street</td>
<td>Location</td>
<td>Side of Street</td>
<td>Parking Restriction</td>
<td>Qualifying Remarks</td>
<td>Comments for consideration by and the information of the Council</td>
<td>Amendment Date</td>
</tr>
<tr>
<td>------</td>
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<td>-------------------</td>
<td>---------------------------------------------</td>
<td>-----------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>75</td>
<td>Rangiora</td>
<td>“Library and Council” Carpark</td>
<td>See Diagram</td>
<td></td>
<td>Disabled Persons Parking only, 120 minutes</td>
<td>3 parks, Existing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>75a</td>
<td>Kaiapoi</td>
<td>Vickery St</td>
<td>Outside Vickery St Kindergarten</td>
<td></td>
<td>No parking along the Kindergarten frontage to be shown by a yellow line</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1. SUMMARY

1.1 The purpose of this report is to present options for the extension of the kerb and channel at the entrance to Rangiora, on Lineside Road, and to obtain a decision from the Board as to the extent of kerb and channel to be constructed.

1.2 Extension of the kerb and channel was identified as part of the Rangiora Town Centre Entrance Enhancement project which noted the kerb & channel would be extended to the rail crossing to match the kerbing installed as part of the Rangiora to Kaiapoi Cycleway project.

1.3 A variation price has been sought from contractors currently engaged in similar projects for Waimakariri District Council to carry out the physical works.

1.4 Management Team have approved work proceeding subject to the extent of the kerb & channel being agreed with the Board.

1.5 This work will be funded from the 2018/19 Minor Improvements Budget

Attachments:

i. Drawings – Options One to Three (TRIM 180627071289)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:

(a) Receives report No. 180627071216;

(b) Approves the implementation of Option Two at the entrance to Rangiora on Lineside Road;

(c) Notes that Management Team approval for expenditure has been granted, subject to a decision on the preferred option from the Board;
(d) **Notes** that physical works will be carried out under existing Contract 17/32: Kerb & Channel Renewals 2017/18 as a variation to the value of $26,746.02 excluding GST, and receives a NZTA subsidy rate of 51%

(e) **Notes** that this project will be funded from the 2018/19 Minor Improvements budget.

(f) **Notes** that the agreed landscaping treatment previously approved by the board will be completed after the installation of the kerb and channel.

3. **BACKGROUND**

3.1 The extension of the kerb & channel was notes as being part of the Rangiora Town Centre Enhancement Project, and was approved by the Rangiora–Ashley Community Board at the meeting held on 14 March 2018 (refer to TRIM 180302022080).

3.2 This work was competitively tendered, with three contractors asked to submit prices. All three tenderers have existing contracts with Council to enable this project to be added as a variation to an existing contract.

3.3 Only two of the three invited tenderers submitted prices for the work, with Scope Group provided the lowest price.

3.4 Management Team have approved the work subject to the Boards approval on the extent.

4. **ISSUES AND OPTIONS**

4.1. There are four options available to the Board as follows:

4.2. **Option One:** Installation of new K&C for a length of **145m**, between the end of the existing K&C and the railway crossing on Lineside Road. The price for this work is $38,159.07 excluding GST.

4.3. **Option Two:** Installation of new K&C for a length of **71m** between the end of the existing K&C and the existing advanced warning signage on the approach to the railway crossing on Lineside Road. The price for this work is $26,746.02 excluding GST.

4.4. **Option Three:** Installation of new K&C for a length of **24m** between the end of the existing K&C and the start of the existing storm water drain. The price for this work is $15,360.00 excluding GST.

4.5. **Option Four:** Do nothing. Retain the K&C as it currently is and re-consider the installation of kerb and channel on completion of the landscaping that is currently underway on Lineside Road.

4.6. The Management Team have requested this report be presented for decision to the Rangiora Ashley Community Board.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

Works will be subject to approval by NZTA, and will require compliance with NZTA’s corridor access and traffic management requirements.

5.2. **Wider Community**
The community implications of this project were included in previous report (TRIM 180302022080) to the Rangiora Ashley Community Board meeting held on 14 March 2018.

No community consultation has been carried out as part of the Rangiora Town Centre Entrance Enhancement project.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

The available budget versus the recommended tender price is summarised on the table below:

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Total Budget</th>
<th>Recommended Tender</th>
<th>Total Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor Improvements Projects Budget</td>
<td>$563,750.00</td>
<td>$26,746.02</td>
<td>$26,746.02</td>
</tr>
</tbody>
</table>

The Minor Works Programme for 2018/19 is yet to be approved however a memo is currently being circulated around the Boards and approval of the overall programme will be requested from the Utilities & Roading Committee.

The minor improvements budget is subsidies by NZTA at a rate of 51%, meaning the council share would be $13,105.55. The Minor improvement budget has already been approved for 2018 / 2019 and is then allocated to specific projects.

The budget for 2018/19 is $563,750. Projects to the value of $487,000 are included in a draft programme and this includes the Lineside Road kerb & channel extension work.

6.2. Community Implications

There is no negative implications on the community associated with this contract.

6.3. Risk Management

The normal risks associated with construction apply.

6.4. Health and Safety

Health and safety was assessed as part of the original tender evaluation and normal construction risks will apply.

7. CONTEXT

7.1. Policy

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

7.2. Legislation

The Land Transport Management Act and Local Government Act are relevant in this matter.

7.3. Community Outcomes

- Public spaces and facilities are plentiful, accessible and high quality
This project is part of the landscaping to visually enhance the entrance to Rangiora via Lineside Road.

7.4. **Delegations**

Management Team approval is required to award this contract as only two tenders were received, however as Management Team have approved expenditure for this project pending decision from the Rangiora Ashley Community Board.
1. Saw-cut interface between existing seal and new reinstatement.

2. Surface reinstatement to match adjacent sealed surface.

3. Bandage sealing required on all seal joins between asphalt surfaces.

4. Traffic management plan to be submitted to NZTA for approval prior to commencing work.

5. No reinstatement required behind the kerb and channel – landscaping works to be completed by others.
1. SAW-CUT INTERFACE BETWEEN EXISTING SEAL AND NEW REINSTATEMENT.
2. SURFACE REINSTATEMENT TO MATCH ADJACENT SEALED SURFACE.
3. BANDAGE SEALING REQUIRED ON ALL SEAL JOINS BETWEEN ASPHALT SURFACES.
4. TRAFFIC MANAGEMENT PLAN TO BE SUBMITTED TO NZTA FOR APPROVAL PRIOR TO COMMENCING WORK.
5. NO REINSTATEMENT REQUIRED BEHIND THE KERB AND CHANNEL – LANDSCAPING WORKS TO BE COMPLETED BY OTHERS.
1. SAW-CUT INTERFACE BETWEEN EXISTING SEAL AND NEW REINSTATEMENT.

2. SURFACE REINSTATEMENT TO MATCH ADJACENT SEALED SURFACE.

3. BANDAGE SEALING REQUIRED ON ALL SEAL JOINS BETWEEN ASPHALT SURFACES.

4. TRAFFIC MANAGEMENT PLAN TO BE SUBMITTED TO NZTA FOR APPROVAL PRIOR TO COMMENCING WORK.

5. NO REINSTATEMENT REQUIRED BEHIND THE KERB AND CHANNEL — LANDSCAPING WORKS TO BE COMPLETED BY OTHERS.
REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-11-06 /180627071204
REPORT TO: Rangiora-Ashley Community Board
DATE OF MEETING: 11 July 2018
FROM: Edwina Cordwell – Governance Adviser
SUBJECT: Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019 and General Landscaping Fund 2018/2019

1. SUMMARY
1.1. This report provides information regarding the Board’s 2018/2019 General Landscaping Fund, 2018/2019 Discretionary Grant and for the Board to consider and approve the Discretionary Grant Criteria, Application Form and Accountability Form.

Attachments:
  i. Draft Rangiora-Ashley Community Board 2018/2019 Discretionary Grant Application Criteria and Application Form (Trim No. 180627071240).
  ii. Draft Rangiora-Ashley Community Board 2018/2019 Discretionary Grant Accountability Form (Trim No. 180621068982).

2. RECOMMENDATION
THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 180627051204.
(b) Notes that the Board’s General Landscaping Budget allocated by the Council for 2018/19 is $24,320 with a carry forward of $1,840 from 2017/2018 making a total of $26,160.
(c) Notes that the Board’s Discretionary Grant Funding allocated by the Council for 2018/2019 is $10,400.
(d) Approves the Board’s 2018/2019 Discretionary Grant Fund Application Criteria and Application Form (Trim No.180627071240).
(e) Approves the Board’s 2018/2019 Discretionary Grant Accountability Form (Trim No. 180621068982).
(f) Approves that Discretionary Grant Fund applications be considered at each meeting for the 2018/2019 financial year (July 2018 to June 2019).

3. BACKGROUND
3.1 The Council allocates General Landscaping funds to each of the Community Boards to be expended on appropriate projects and initiatives in the Board’s community area in
partnership with relevant Advisory Groups and the Council’s Greenspace team. This is not a contestable fund.

3.2 The Discretionary Grant Fund is a contestable fund enabling community groups and organisations meeting the relevant criteria to seek funding for various events, initiatives and projects.

4. ISSUES AND OPTIONS

4.1 The General Landscaping Fund 2018/2019 allocation approved by the Council for the Rangiora-Ashley Community Board is $24,320. A carry forward of $1,840 from 2017/2018 was also approved giving a total budget for 2018/2019 of $26,160.

4.2 An initial workshop is scheduled for August 2018 for the Board and the Council’s Greenspace manager to identify a range of potential projects for funding. A report seeking the Board’s formal approval for funding will then be presented to a subsequent Board meeting.

4.3 The Discretionary Grant Fund 2018/2019 allocation approved by the Council for the Rangiora-Ashley Community Board is $10,400.

4.4 The Board reviewed its Discretionary Grant Fund Criteria and Application Form at a workshop on 13 June 2018. Similar workshops have been undertaken with the other three Community Boards and all have re-affirmed the current criteria for applications. A few minor editorial changes were suggested at these workshops which have been incorporated. All Boards noted that every application is to be assessed on its own merits as pertaining at that time.

4.5 The Rangiora-Ashley Community Board also decided to consider applications at each meeting rather than every second meeting as at present. The Board wished to encourage as many applications as possible from community groups and to ensure swift consideration and decision making of these.

4.6 Not all eligible groups may be aware of the fund so it is anticipated that Community Board members will continue to be pro-active in this regard, through networking and community groups they interact with.

4.7 It is recommended that the Board regularly review the remaining balance of the fund to ensure that it is on track to be spent or to take any other necessary action.

4.8 Staff will periodically advertise the Discretionary Grant through the Community Notice Board page in the Northern Outlook and Chatter. Application forms are available on the Council website, from Service Centres or by contacting the Governance team.

4.9 The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1 Groups and Organisations
Not sought.

5.2 Wider Community
Not sought.
6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**
That the Discretionary Grant fund is underspent at the end of the 2018/2019 financial year and community benefits may have been limited as a consequence.

6.2. **Community Implications**
As above.

6.3. **Risk Management**
Not applicable.

6.4. **Health and Safety**
Not applicable.

7. **CONTEXT**

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

7.2. **Legislation**
Not applicable.

7.3. **Community Outcomes**
There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

7.4. **Delegations**
The Community Boards have delegated authority for both funds.

Edwina Cordwell
Governance Adviser
**Information to assist groups with their application**

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

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

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

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

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

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

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

• Generally funding grants will be a maximum of $500 in any one financial year (July 2018 to June 2019) but the group can apply up to twice in that year, providing it is for different projects.

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

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

• The group should have strong links with the Rangiora-Ashley community.

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

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

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

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

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

• If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Email: records@wmk.govt.nz

Or hand deliver to:

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

What happens next?

• Your application will be processed and presented to the Board at the next appropriate meeting.

• Following the meeting a letter will be sent to notify you of the Board decision and if successful an invoice and your organisation’s bank account details will be requested.

• On receipt of this information payment will be processed to your organisation’s bank account.
Groups Applying for Board Discretionary Grants 2018/2019

Name of Group: 

Address: 

Contact Person within Organisation: 

Position within Organisation: 

Contact phone number:    Email: 

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

What is the timeframe of the project/event date? 

Overall Cost of Project: $    Amount Requesting: $ 

How many people will directly benefit from this project? 

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

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

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

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

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

Other (please specify): 

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

If No – what are the consequences to the community/organisation?
What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

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

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

Yes

No

If yes, name of parent group

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

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

Have you applied to the Rangiora-Ashley Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

Yes

No

If yes, please supply details:

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: ________________________________
Rangiora-Ashley Community Board

Accountability Form for 2018/2019 Discretionary Grant Recipients

For funding provided during the period July 2018 – June 2019

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

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

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publicly available.

Name of group: ........................................................................................ ........................................

Date: ................................................  Amount allocated: $ ..................................................

Purpose for grant ..................................................................................................................................................

Please give details of how money was spent:

..........................................................................................  $ ...........................................
..........................................................................................  $ ...........................................
..........................................................................................  $ ...........................................

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

..........................................................................................................................................................
..........................................................................................................................................................
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..........................................................................................................................................................
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..........................................................................................................................................................

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date  ............................................. Date  ..................................................
First contact name ............................................. Second contact  ..................................................
Signature  ............................................. Signature  ..................................................
Position  ............................................. Position  ..................................................
Phone  ............................................. Phone  ..................................................
Address  ............................................. Address  ..................................................

Return to: Governance Team
Waimakariri District Council
Private Bag 1065
Rangiora 7440
Com.Board@wmk.govt.nz
1. **SUMMARY**

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Canterbury Model Railway Club Inc.</td>
<td>Towards the cost of signage to promote the club’s Rangiora Sunday Markets.</td>
<td>$410</td>
</tr>
</tbody>
</table>

Current balance is $12,317 including a carry forward of $1,917 from 2017/18.

**Attachments:**

i. Application from North Canterbury Model Railway Club Inc. (Trim No. 180628071745).

ii. Spreadsheet showing previous year’s grants.

iii. Board funding criteria 2018/2019 (Trim No. 180627071240).

2. **RECOMMENDATION**

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 180628071747.

(b) **Approves** a grant of $_______ to North Canterbury Model Railway Club Inc. towards the cost of signage to promote the club’s Rangiora Sunday Markets.

**OR**

(c) **Declines** the application from North Canterbury Model Railway Club Inc.

3. **BACKGROUND**

3.1 The North Canterbury Model Railway Club Inc. has over 30 members from youth to seniors and seeks to grow its membership further, particularly younger members.
3.2 The Club is raising funds for a new building and has established a Rangiora Sunday Market which is held on the Blake Street carpark on the third Sunday of the month during winter and every second Sunday in the summer.

3.3 The Club charges stall holders a $10 fee which goes directly towards the building fund.

3.4 It is estimated that between 200 to 300 people attended the first market in June, and the Club conducted a survey of the stall holders afterwards to seek feedback on how to make the market bigger and better. The stall holders’ feedback advised that improved signage and advertising would attract even more people and potentially further stall holders which would in turn increase the attraction of the market and raise further funds for the Club.

3.5 Council staff have also been assisting the Club with its arrangements for the market and this has been of great support and appreciated by the Club.

4. ISSUES AND OPTIONS

4.1 The Club is seeking funds towards signage which can be placed onto existing large billboards which are already in place throughout Rangiora and surrounds. Rangiora Promotions have agreed to the use of its billboards.

4.2 The first market was well attended despite the weather with 20 stalls booked. The Club hopes to gain new membership as well as raise more funds through promotion and increased attendance at the markets.

4.3 Younger ones attending the market can also use the Thomas and Friends layout for a small charge which also contributes to the building fund as well as providing enjoyment and interest.

4.4 Of the 30 plus members of the club, 85% are from the Board’s community area. The Club has provided an estimate for the signage and the signage will still proceed albeit on a more gradual basis if the funds are declined. Financial information has been supplied.

4.5 The Management team have reviewed this report.

5. COMMUNITY VIEWS

5.1 Groups and Organisations
   Not applicable.

5.2 Wider Community
   Not applicable.

6. IMPLICATIONS AND RISKS

6.1 Financial Implications
   The Annual Plan for 2018/19 includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to a total of $12,317.

   The current balance of the fund is $12,317.

   The total of applications in this report is $410.

   The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.
GST is paid to appropriately registered groups where applicable above the Board resolved values.

6.2. Community Implications
All projects benefit a wide range of people of all ages in the community.

6.3. Risk Management
Not applicable.

6.4. Health and Safety
Not applicable.

7. CONTEXT

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

7.2. Legislation
Not applicable.

7.3. 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, abilities and cultures to participate in community life and recreational activities.

7.4. Delegations
Community Boards have delegated authority to approve such grants.

Edwina Cordwell
Governance Adviser
**RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION**

**Groups Applying for Board Discretionary Grants 2017/2018**

**Name of Group:** NORTH CANTERBURY MODEL RAILWAY CLUB Inc.

**Address:** 20 cassino street, Rangiora 7400

**Contact Person within Organisation:** Arthur Linnell

**Position within Organisation:** President

**Contact phone number:** 03 745 91 48  
**Email:** sir.arthur@xnet.co.nz

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

Our club has established the RANGIORA SUNDAY MARKET. This market is a way for our club to raise funds for our new building. Currently the market is held every 3rd Sunday of the month. In the summer months it will be every 2nd Sunday. We have had the first very successful market on the 17th June this year. A survey of all the stall holders has proved that the market will be a success and will grow in the very near future. The main issue from stall holders was that there was not enough publicity / local signage. I have had a discussion with Belinda Top of Rangiora Promotions. She has advised that we can use the big billboards that they have in place. We will need to have appropriate signage made to put in place. We have a quote from a local signage company Horton Signs that we want to put into action As we do not have sufficient funds in our ex pense account we are asking for financial help.

**What is the timeframe of the project?** On going as from July this year

**Overall Cost of Project:** $410.00  
**Amount Requesting:** $410.00

**How many people will directly benefit from this project?** 30 plus

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

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

**Provide estimated percentage of participants by Ward:**

- Rangiora-Ashley 85 %
- Woodend-Sefton 5 %
- Kaiapoi-Tuahiwi 5 %
- Oxford-Ohoka 5 %

**Other (please specify):**

**If this application is declined will this event/project still occur?**  
- [ ] Yes  
- [ ] No

**If No – what are the consequences to the community/organisation?**
RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?
As the stall holders are the participants they will benefit by more visitors too the market making purchases. By hosting / organising the market the club will charge a fee of $10.00. The fees will be deposited onto our building fund account.

What is the benefit(s) to your organisation?
Our club is working very hard to raise funds so we can have our own clubrooms so members are able to enjoy the hobby of model railway. By hosting / organising the Rangiora Sunday Market we will gain more funds from the sale of space to stall holders. The fees will be added to our building fund.

What are the benefit(s) to the Rangiora-Ashley community or wider district?
Our club is open to all age groups. We have a number of retired people who enjoy the hobby as well as the friendly and helpful nature of other members. We have a small junior section that we are working on to increase membership. Juniors are able to learn new skills in all aspects of model railway. We are a very family orientated club and promote families working together. Our club also has an arrangement with Child Cancer to fund raise in a small way for their benefit.

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

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

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

We have a Thomas and Friends layout that small children are able to operate for a small fee. This money also goes into the building fund. We have not applied to any other organisation for financial assistance.

Have you applied to the Rangiora-Ashley Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?  Yes  No
If yes, please supply details:

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

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

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

Signed:  
Date: 27 June 2018.
Further information to support our application for signage funding.

We had the first Rangiora Sunday Market on the 17th June this year. We had 20 stalls booked but only 14 arrived. Unfortunately the weather was not in our favour as it was very foggy with a light shower at set up time and 4 stall holders were not able to attend owing to health issues.

Owing to the weather we did not get a big turnout of visitors to the market. It was estimated we had aprox 200 to 300 visitors. We had a survey form for the stall holders to fill out so we could make the market bigger, brighter and better according to their comments. We have learned a lot from the survey and as a result we intend to work on the positive side. All expressed a firm interest in attending the market on a regular basis. I have had a good number of enquiries from the public as well as future possible stall holders.

I have spoken to Council staff members re the market, before the first one and also after, as a debriefing, and where we will go from the present. I have to say that the help and response from council staff have been very good and look forward to a close working relationship in the future.
NCMRC Inc. 3rd Treasurer’s report


At the end of the financial year our assets were as follows:-

Heartland bank account and petty cash held by the treasurer $3865.82.

Equipment which includes layouts, rolling stock and other model railway related items I estimate in the region of $8000. This is a very rough estimate as a lot of the items have been donated at no cost to the club, but do never the less have a value.

INCOME

During the year our total income was $4246.28. From the following categories, Thomas layout @ $679.80. Down from last year’s $1300. Subscriptions @ $430. Down from $560 last year. Donations @ $301.10. Down from $404 last year. This doesn’t make very good reading until we come to the following 3 items, 1st bank interest @ $19.38 up by $2. 2nd, Sale of items @ $356. Up by $34 and 3rd, from the very successful open day, $2460.

EXPENSES

Expenses during the period totalled $1506.64. Down from $2034 last year. These comprised of the following. Advertising $13.04, 1%. Club layout $750.78, 50%. Club room expense $41.63, 3%. Meeting room hire, $60, 4%. Open day expense $413.86, 27%. Petty cash expenses $170.73, 11% and stationary $56.60, 4%. Petty cash expenses mainly cover tea, coffee and biscuits for meetings but also a few items for layouts which wouldn’t show up in the relevant categories.

The building fund at the end of the period stood at $3793.37, up by $3004.50. Most of this comes from income generated by the first club open day held in March.

So to the future.

Budgets: - Now we have 3 club layouts on the go, money is a bit stretched as our main concern must be to build up the permanent club rooms building fund. I have therefore budgeted $300 to each of the layouts. The committee thanks all those who donate items to the layouts no matter how small. It all helps the club to achieve its aims. It can be seen from the above expenses that the club layout went over last year’s budget by $150. This was mainly because we had to get it ready for the open day. To counteract this, spending on Desert Creek is below budget as the members involved supply a lot of the gear from their own supplies. The N gauge layout is still in its infancy and will show up in next year’s report. Looking at my records, all 3 layouts have spent roughly 1/3rd of their budget for the coming year.

So that is about it for this year. Thanks to all those who contributed to keeping the club in a reasonably financially secure position.

If there are no questions I move that this report be accepted as a true representation of the club’s finances for the 2016/2017 financial year.

Compiled by C. J. Leppard

NCMRC Inc. Treasurer.
Tuesday, 26 June 2018

North Canterbury Model Railway Club

Hi Arthur,

We have put together a quotation to supply the following quantities of Coreflute Event Signs as requested

900 x 600
To setup artwork and supply only 6x 900 x 600 x 5mm digitally printed coreflute signs either landscape or portrait

Your Investment: $185.00

1800 x 600
To setup artwork and supply only 8x 1800 x 600 x 5mm digitally printed coreflute signs

Your Investment: $410.00

All pricing excludes GST. Prices quoted are valid for 60 days from date of quotation.

Arthur, our team of trade’s people are NZQA qualified and perform this kind of project to the highest possible industry and safety standards.

Note 1: Expected turnaround time from acceptance of quotation and receipt of artwork would be approx. 4 - 5 working days. This can be negotiated to meet a required timeframe.

If you have any questions or want to discuss this proposal further feel free to get in contact at any time.

Regards,

Mat Horton
Sales Manager / Account Manager

M. 0275 100 982    E. mathewh@hortonsigns.co.nz

Horton Signs
85 Ivory Street, Rangiora    P 03 377 2000 or 03 313 5846    F 03 313 3161
www.hortonsigns.co.nz

Horton Signs is a division of Gerald Horton Signs Limited.
RANGIORA SUNDAY MARKET.

BLAKE STREET CARPARK.

THIS SUNDAY 10 AM TO 3 PM.

8 off

1.800 x 600 CORFLUTE

9.00

6 off

6.00

0.60

9.00
# North Canterbury Model Railway Club Inc. - Detailed Report

**Account:** Cheque 031783-0541667-03  
**From:** 01/09/2016  
**To:** 31/08/2017

## Income

### Donations

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/09/2016</td>
<td>170</td>
<td>Donation from Steve Watts from sale of hats and beanies</td>
<td>0%</td>
<td>100.00</td>
<td>0.00</td>
<td>0.00</td>
<td>301.10</td>
</tr>
<tr>
<td>05/09/2016</td>
<td></td>
<td>Donation for hall hire &amp; tea/coffee</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>31/10/2016</td>
<td></td>
<td>Donation from Steve Watts from sales at big model train show</td>
<td>0%</td>
<td>7.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>07/11/2016</td>
<td></td>
<td>Donations from meeting for hall hire and tea/coffee</td>
<td>0%</td>
<td>11.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>13/02/2017</td>
<td></td>
<td>Donation from AGM for tea/coffee</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
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<tr>
<td>13/04/2017</td>
<td></td>
<td>Donation collected from members for tea/coffee and hall hire</td>
<td>0%</td>
<td>47.10</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>11/05/2017</td>
<td></td>
<td>Donation from members for tea/coffee &amp; hall hire</td>
<td>0%</td>
<td>22.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>24/07/2017</td>
<td></td>
<td>Library Donations to Thomas layout</td>
<td>0%</td>
<td>94.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>301.10</strong></td>
<td>0.00</td>
<td><strong>301.10</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Interest

<table>
<thead>
<tr>
<th>Date</th>
<th>DC</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>26/09/2016</td>
<td></td>
<td>DC Interest for Sept</td>
<td>0%</td>
<td>1.48</td>
<td>0.00</td>
<td>0.00</td>
<td>301.10</td>
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<tr>
<td>31/10/2016</td>
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<td>DC Interest for Oct</td>
<td>0%</td>
<td>1.84</td>
<td>0.00</td>
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<tr>
<td>31/11/2016</td>
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<td>DC Interest for Nov</td>
<td>0%</td>
<td>1.81</td>
<td>0.00</td>
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<td>31/12/2016</td>
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<td>DC Interest for Dec</td>
<td>0%</td>
<td>1.10</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
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<tr>
<td>31/01/2017</td>
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<td>DC Interest for Jan 17</td>
<td>0%</td>
<td>1.18</td>
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<tr>
<td>28/02/2017</td>
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<td>DC Interest for Feb 17</td>
<td>0%</td>
<td>1.11</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>31/03/2017</td>
<td></td>
<td>DC Interest for Mar 17</td>
<td>0%</td>
<td>2.15</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>31/05/2017</td>
<td></td>
<td>DC Interest for May 17</td>
<td>0%</td>
<td>2.13</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
<tr>
<td>30/06/2017</td>
<td></td>
<td>DC Interest for June 17</td>
<td>0%</td>
<td>2.07</td>
<td>0.00</td>
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<tr>
<td>31/07/2017</td>
<td></td>
<td>DC Interest for July 17</td>
<td>0%</td>
<td>2.23</td>
<td>0.00</td>
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<td>31/08/2017</td>
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<td>DC Interest for Aug 17</td>
<td>0%</td>
<td>2.48</td>
<td>0.00</td>
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<tr>
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<td><strong>Sub Total</strong></td>
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<td><strong>19.38</strong></td>
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### Open Day Income

<table>
<thead>
<tr>
<th>Date</th>
<th>Open Da</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Singles door ticket sales for Sat.</td>
<td>0%</td>
<td>430.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,460.00</td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Donations</td>
<td>0%</td>
<td>15.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>10% donations from members sales table</td>
<td>0%</td>
<td>168.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Table fee for Terry Woods</td>
<td>0%</td>
<td>30.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Raffle ticket sales</td>
<td>0%</td>
<td>296.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Thomas layout sales 222 drives @ $0.50</td>
<td>0%</td>
<td>111.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Singles door ticket sales for Sun.</td>
<td>0%</td>
<td>350.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Family door ticket sales for Sat.</td>
<td>0%</td>
<td>540.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Family door ticket sales for Sun. *</td>
<td>0%</td>
<td>520.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>2,460.00</strong></td>
<td>0.00</td>
<td><strong>2,460.00</strong></td>
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*Received: 29 Jun 2018
Printed 29/01/2018

(Waimakariri District Council Received Stamp)
### Sale of items

<table>
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<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/01/2017</td>
<td>Sales</td>
<td>Sale of 16 plywood boxes Ex Springbank shed @ $4 each.</td>
<td>0%</td>
<td>64.00</td>
<td>0.00</td>
<td>0.00</td>
<td>356.00</td>
</tr>
<tr>
<td>24/07/2017</td>
<td>Library</td>
<td>Trees and building kits sold at library.</td>
<td>0%</td>
<td>28.00</td>
<td>0.00</td>
<td>0.00</td>
<td>356.00</td>
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<tr>
<td>24/07/2017</td>
<td>Library</td>
<td>Kit dioramas sold at library. 33 @ $8</td>
<td>0%</td>
<td>264.00</td>
<td>0.00</td>
<td>0.00</td>
<td>356.00</td>
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<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>356.00</strong></td>
<td><strong>0.00</strong></td>
<td><strong>0.00</strong></td>
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### Subscriptions

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
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<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/09/2016</td>
<td>171</td>
<td>Kevin Ching subscriptions. $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>3/10/2016</td>
<td>172</td>
<td>Steve Watts Subs for 16/17 $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>3/10/2016</td>
<td>174</td>
<td>Trevor Cane Subs for 16/17 $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>3/10/2016</td>
<td>173</td>
<td>Chris Leppard Subs for 16/17 $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
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<tr>
<td>9/01/2017</td>
<td>175</td>
<td>Ian Sissons subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>18/01/2017</td>
<td>176</td>
<td>Terry Woods Subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>23/01/2017</td>
<td>Dcredit</td>
<td>Aaron Bourne Web Subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>13/02/2017</td>
<td>177</td>
<td>Peter Cornelius subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>184</td>
<td>Robert Baker-Cross subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>185</td>
<td>Rodney Coles subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>180</td>
<td>Murray Fortune subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>183</td>
<td>Vaughan Ratahi subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>181</td>
<td>Mark Matheson subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>179</td>
<td>Owen Milne subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>12/03/2017</td>
<td>182</td>
<td>Alun Hassall subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>14/03/2017</td>
<td>186</td>
<td>Steve Groufksy subs $5 to building fund.</td>
<td>0%</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>26/04/2017</td>
<td>187</td>
<td>BG &amp; KJ Green subs no info yet</td>
<td>0%</td>
<td>15.00</td>
<td>0.00</td>
<td>0.00</td>
<td>15.00</td>
</tr>
<tr>
<td>28/04/2017</td>
<td>188</td>
<td>Gavin Chisholme subs</td>
<td>0%</td>
<td>15.00</td>
<td>0.00</td>
<td>0.00</td>
<td>15.00</td>
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<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>430.00</strong></td>
<td><strong>0.00</strong></td>
<td><strong>0.00</strong></td>
<td><strong>430.00</strong></td>
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### Thomas Income

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/10/2016</td>
<td>Deposit</td>
<td>Thomas takings from Big Model Train Show. Transferred to building fund.</td>
<td>0%</td>
<td>159.80</td>
<td>0.00</td>
<td>0.00</td>
<td>159.80</td>
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<tr>
<td>16/12/2016</td>
<td>2943</td>
<td>Cheque from Chch mod rail exhb soc. Thomas at pioneer show.</td>
<td>0%</td>
<td>205.00</td>
<td>0.00</td>
<td>0.00</td>
<td>205.00</td>
</tr>
<tr>
<td>24/07/2017</td>
<td>Library</td>
<td>Drives on Thomas layout over 4 days from 17/07 to 20/07. 630 * $0.50</td>
<td>0%</td>
<td>315.00</td>
<td>0.00</td>
<td>0.00</td>
<td>315.00</td>
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### Income Total

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**Income Total:** 4,246.28 0.00 4,246.28

Page 2 of 5 Printed 29/01/2018
## Expense

### Advertising

<table>
<thead>
<tr>
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<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>30/06/2017</td>
<td>P. Cash</td>
<td>Petty Cash sale. A. Linnell for Thomas poster</td>
<td>15%</td>
<td>13.04</td>
<td>(1.96)</td>
<td></td>
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</tr>
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</table>

**Sub Total**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>30/06/2017</td>
<td>P. Cash</td>
<td>Petty Cash sale. A. Linnell for Thomas poster</td>
<td>15%</td>
<td>13.04</td>
<td>(1.96)</td>
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</table>

**Club Layout**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/09/2016</td>
<td>000027</td>
<td>trade me loco for desert creek more info to come</td>
<td>0%</td>
<td>106.50</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21/11/2016</td>
<td>000028</td>
<td>Acorn Models DCC decoder for Desert Creek</td>
<td>15%</td>
<td>91.91</td>
<td>(13.79)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2/12/2016</td>
<td>000029</td>
<td>Purchase of items from Keith Cunninghams estate for club use.</td>
<td>15%</td>
<td>126.96</td>
<td>(19.04)</td>
<td></td>
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<tr>
<td>8/12/2016</td>
<td>000030</td>
<td>Purchase of N gauge railway for club</td>
<td>0%</td>
<td>200.00</td>
<td>0.00</td>
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<tr>
<td>14/12/2016</td>
<td>000031</td>
<td>Cheque to Chris Gunn. Items for club layout.</td>
<td>15%</td>
<td>31.85</td>
<td>(4.78)</td>
<td></td>
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</tr>
<tr>
<td>13/02/2017</td>
<td>000032</td>
<td>Calder Electronics Inv 140446 Switch &amp; cable. Cheque to C. Gunn</td>
<td>15%</td>
<td>41.65</td>
<td>(6.25)</td>
<td></td>
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<tr>
<td>13/02/2017</td>
<td>000034</td>
<td>Acorn Models Inv 43887 curved point. Cheque to O. Patchett</td>
<td>15%</td>
<td>32.48</td>
<td>(4.87)</td>
<td></td>
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<tr>
<td>13/02/2017</td>
<td>000035</td>
<td>Graham &amp; Sons Ltd Inv 34057 Cork tiles Cheque to A. Linnell</td>
<td>15%</td>
<td>15.65</td>
<td>(2.35)</td>
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<tr>
<td>13/02/2017</td>
<td>000032</td>
<td>Acorn Models Inv 45654 track cleaner rubbers x 2 Cheque to C. Gunn</td>
<td>15%</td>
<td>16.17</td>
<td>(2.43)</td>
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</tr>
<tr>
<td>13/04/2017</td>
<td>P. Cash</td>
<td>Petty cash to K. Ching for tram car for Thomas. TradeMe purchase</td>
<td>0%</td>
<td>28.50</td>
<td>0.00</td>
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<tr>
<td>13/04/2017</td>
<td>000037</td>
<td>Calder Electronics Inv No. 142595 Cheque to C. Gunn. Parts for club layout</td>
<td>15%</td>
<td>29.11</td>
<td>(4.37)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14/04/2017</td>
<td>000038</td>
<td>Cheque to A. Linnell for purchase of controller from Cunningham estate.</td>
<td>0%</td>
<td>30.00</td>
<td>0.00</td>
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**Sub Total**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>30/06/2017</td>
<td>P. Cash</td>
<td>Petty Cash sale. A. Linnell for Thomas poster</td>
<td>15%</td>
<td>13.04</td>
<td>(1.96)</td>
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**Club rooms expense**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>25/08/2017</td>
<td>P. Cash</td>
<td>12 mugs from recycle centre @ $0.50 each. Receipt 7823294. From petty cash</td>
<td>0%</td>
<td>6.00</td>
<td>0.00</td>
<td></td>
<td></td>
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<tr>
<td>28/08/2017</td>
<td>000045</td>
<td>Paper Plus Inv 4511 Thank you card Monese C. Leppard</td>
<td>15%</td>
<td>5.21</td>
<td>(0.78)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>28/08/2017</td>
<td>000045</td>
<td>New World Inv 8646 Bottle of Lindau club opening. C. Leppard</td>
<td>15%</td>
<td>8.69</td>
<td>(1.30)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>28/08/2017</td>
<td>000045</td>
<td>Rangiora flowers Inv 131859 Flowers for Monese. C. Leppard.</td>
<td>15%</td>
<td>21.73</td>
<td>(3.26)</td>
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**Sub Total**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>30/06/2017</td>
<td>P. Cash</td>
<td>Petty Cash sale. A. Linnell for Thomas poster</td>
<td>15%</td>
<td>13.04</td>
<td>(1.96)</td>
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**Sub Total**

750.78 (57.88) (750.78)
<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
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<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/09/2016</td>
<td>991726</td>
<td>Hire of church hall for September meeting</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
<td></td>
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</tr>
<tr>
<td>16/05/2017</td>
<td>991732</td>
<td>Baptist church hall hire for April &amp; May 17</td>
<td>0%</td>
<td>20.00</td>
<td>0.00</td>
<td></td>
<td></td>
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<tr>
<td>28/06/2017</td>
<td>Hire</td>
<td>Hire of church hall for June 17 (no receipt)</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
<td></td>
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<tr>
<td>29/08/2017</td>
<td>991734</td>
<td>Hire of church hall for July Aug 17</td>
<td>0%</td>
<td>20.00</td>
<td>0.00</td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>60.00</strong></td>
<td><strong>0.00</strong></td>
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<td><strong>(60.00)</strong></td>
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</table>

**Meeting room hire**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>13/02/2017</td>
<td>000033</td>
<td>Warehouse Stationary Inv 11925 Raffle &amp; Admit 1 tickets Cheque to C. Gunn</td>
<td>15%</td>
<td>29.47</td>
<td>(4.42)</td>
<td></td>
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</tr>
<tr>
<td>15/03/2017</td>
<td>P. Cash</td>
<td>$10 returned to disgruntled parent.</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Tea &amp; Coffee vouchers for trade stands</td>
<td>15%</td>
<td>49.39</td>
<td>(7.41)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Attendance fee for Sawmill layout</td>
<td>0%</td>
<td>30.00</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15/03/2017</td>
<td>Open Da</td>
<td>Donation to Pat Kearns for use of hall.</td>
<td>0%</td>
<td>50.00</td>
<td>0.00</td>
<td></td>
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<tr>
<td>13/04/2017</td>
<td>000036</td>
<td>Horton Signs Inv No. 31858. Cheque to A. Linnell</td>
<td>15%</td>
<td>120.00</td>
<td>(18.00)</td>
<td></td>
<td></td>
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<tr>
<td>13/04/2017</td>
<td>000037</td>
<td>Wilson Print Inv. No. 104 Cheque to C. Gunn. Entry handouts</td>
<td>15%</td>
<td>115.00</td>
<td>(17.25)</td>
<td></td>
<td></td>
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<tr>
<td>13/04/2017</td>
<td>000037</td>
<td>Northern Outlook Inv No. 711044 Cheque to C. Gunn</td>
<td>15%</td>
<td>10.00</td>
<td>(1.50)</td>
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<tr>
<td></td>
<td></td>
<td><strong>Sub Total</strong></td>
<td></td>
<td><strong>413.86</strong></td>
<td><strong>(48.58)</strong></td>
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<td><strong>(413.86)</strong></td>
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<td>Date</td>
<td>Ref</td>
<td>Notes</td>
<td>GST</td>
<td>Nett Income</td>
<td>Nett Expense</td>
<td>GST Amt</td>
<td>Balance</td>
</tr>
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<td>------------</td>
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</tr>
<tr>
<td>5/09/2016</td>
<td>P Cash</td>
<td>Countdown inv 2666. Milk and tea bags for meeting.</td>
<td>15%</td>
<td>4.09</td>
<td>(0.61)</td>
<td></td>
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</tr>
<tr>
<td>2/10/2016</td>
<td>P. Cash</td>
<td>Trains n Models inv 245 Track rubber for Thomas layout.</td>
<td>15%</td>
<td>10.43</td>
<td>(1.57)</td>
<td></td>
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</tr>
<tr>
<td>13/02/2017</td>
<td>P. Cash</td>
<td>Paknsave Biscuits for AGM</td>
<td>15%</td>
<td>3.48</td>
<td>(0.52)</td>
<td></td>
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</tr>
<tr>
<td>13/02/2017</td>
<td>P. Cash</td>
<td>New World tea and coffee</td>
<td>15%</td>
<td>4.12</td>
<td>(0.62)</td>
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<tr>
<td>20/03/2017</td>
<td>P Cash</td>
<td>Purchase of large plastic wheeled box for storage</td>
<td>0%</td>
<td>10.00</td>
<td>0.00</td>
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<tr>
<td>13/04/2017</td>
<td>P Cash</td>
<td>New World Inv No. 7551. Coffee, biscuits &amp; milk for meeting.</td>
<td>15%</td>
<td>10.63</td>
<td>(1.60)</td>
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<tr>
<td>11/05/2017</td>
<td>P. Cash</td>
<td>PaknSave Inv. No. 5139 Biscuits &amp; milk</td>
<td>15%</td>
<td>6.78</td>
<td>(1.02)</td>
<td></td>
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<tr>
<td>8/06/2017</td>
<td>P. Cash</td>
<td>New World Inv 62057. Tea bags and milk.</td>
<td>15%</td>
<td>4.09</td>
<td>(0.61)</td>
<td></td>
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</tr>
<tr>
<td>4/07/2017</td>
<td>P. Cash</td>
<td>The bargain market Inv 58687. Glue for dioramas. Paid to A. Linnell.</td>
<td>15%</td>
<td>9.57</td>
<td>(1.43)</td>
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</tr>
<tr>
<td>13/07/2017</td>
<td>P. Cash</td>
<td>Countdown Inv 13342. Bags for diorama grass. Paid to A. Linnell.</td>
<td>15%</td>
<td>2.77</td>
<td>(0.41)</td>
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<tr>
<td>13/07/2017</td>
<td>P. Cash</td>
<td>New World Inv 51021. Milk for meeting.</td>
<td>15%</td>
<td>2.43</td>
<td>(0.36)</td>
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<tr>
<td>14/07/2017</td>
<td>P. Cash</td>
<td>The bargain market Inv 60089. Bags for diorama sand. Paid to A. Linnell</td>
<td>15%</td>
<td>3.48</td>
<td>(0.52)</td>
<td></td>
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</tr>
<tr>
<td>19/07/2017</td>
<td>P. Cash</td>
<td>Noel Leeming Inv 86410. Black ink. Paid to A. Linnell.</td>
<td>15%</td>
<td>27.82</td>
<td>(4.17)</td>
<td></td>
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<tr>
<td>20/07/2017</td>
<td>P. Cash</td>
<td>Continental Bakery Inv 205616. Cakes for library staff. Paid to S. Watts.</td>
<td>15%</td>
<td>32.09</td>
<td>(4.81)</td>
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</tr>
<tr>
<td>2/08/2017</td>
<td>P. Cash</td>
<td>The bargain market Inv 62385. Glue for trees. Paid to A. Linnell.</td>
<td>15%</td>
<td>7.83</td>
<td>(1.17)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/08/2017</td>
<td>P. Cash</td>
<td>New World Inv 8113. Milk &amp; Biscuits.</td>
<td>15%</td>
<td>5.90</td>
<td>(0.89)</td>
<td></td>
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<tr>
<td>11/08/2017</td>
<td>P. Cash</td>
<td>Bunnings Inv R13 Nuts bolts &amp; washers for Thomas ticket office. A. Linnell</td>
<td>15%</td>
<td>5.30</td>
<td>(0.80)</td>
<td></td>
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<tr>
<td>21/08/2017</td>
<td>P. Cash</td>
<td>Countdown Inv 3342. Freezer bags for kits. Paid to A. Linnell</td>
<td>15%</td>
<td>13.83</td>
<td>(2.07)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24/08/2017</td>
<td>P. Cash</td>
<td>Loose Change Inv 49436. Glue for trees. Paid to A. Linnell</td>
<td>15%</td>
<td>6.09</td>
<td>(0.91)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sub Total**

|       |       |                                      |     | 170.73      | (24.09)     |       | (170.73) |

**Stationary**

<table>
<thead>
<tr>
<th>Date</th>
<th>Ref</th>
<th>Notes</th>
<th>GST</th>
<th>Nett Income</th>
<th>Nett Expense</th>
<th>GST Amt</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>31/03/2017</td>
<td>P Cash</td>
<td>Paper Tree Inv. No. 5653 File case for treasurer.</td>
<td>15%</td>
<td>26.09</td>
<td>(3.91)</td>
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<tr>
<td>28/07/2017</td>
<td>000040</td>
<td>Paper Plus Inv. 2871. Cheque to A. Linnell for ink.</td>
<td>15%</td>
<td>30.51</td>
<td>(4.58)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sub Total**

|       |       |                                      |     | 56.60       | (8.48)      |       | (56.60) |

**Expense Total**

|       |       |                                      |     | 1,506.64    | (146.34)    |       | (1,506.64) |

**Grand Total**

<p>|       |       |                                      |     | 4,246.28    | 1,506.64    |       | 2,739.64 |</p>
<table>
<thead>
<tr>
<th>Month</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards costs of a sign for the 2017 Waimakariri Light Party</td>
<td>$234</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
<td>towards the costs of Welcome bags</td>
<td>lie on table</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>SIIG You Me We Us</td>
<td>towards the costs of Welcome bags</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>September</td>
<td>Pegasus Residents Association</td>
<td>towards the costs of Christmas on the Lake</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards running costs in particular advertising in NC News and provision of music</td>
<td>$500</td>
<td>$300</td>
</tr>
<tr>
<td>June</td>
<td>Sefton Community Newsletter</td>
<td>towards the cost of delivery of newsletter</td>
<td>$385</td>
<td>$500</td>
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<tr>
<td></td>
<td>Total for grants allocated: $2,034</td>
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<td>Total unallocated: $1,135.97</td>
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<table>
<thead>
<tr>
<th>Month</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Rotary Club of Rangiora</td>
<td>Towards the costs of building a Fitness Trail/Circuit of up to 12 stations along the Rakahuri Trail.</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>July</td>
<td>Southbrook School Parent Teacher Association</td>
<td>Towards the costs of a cordless scanner for the school library.</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>August</td>
<td>North Canterbury Musical Society</td>
<td>Towards the costs of signage for Costume hire service</td>
<td>$350</td>
<td>$350</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of Children's Magic Theatre - light festival 31 October 2017</td>
<td>$300</td>
<td>declined</td>
</tr>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
<td>Towards the cost of Welcome Bags</td>
<td>$500</td>
<td>declined</td>
</tr>
<tr>
<td>September</td>
<td>International Day Older Persons</td>
<td>towards afternoon tea to celebrate International Day of older persons</td>
<td>$350</td>
<td>$350</td>
</tr>
<tr>
<td>October</td>
<td>Kidsfirst Kindergartens Bush Street</td>
<td>Towards costs of replacing books and purchase of new large books for group stories</td>
<td>$300</td>
<td>lie on table</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Kidsfirst Kindergartens Bush Street</td>
<td>Towards costs of replacing books and purchase of new large books for group</td>
<td>$ 300</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>stories</td>
<td>$ 300</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Croquet Club</td>
<td>Towards costs of a new dishwasher</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>SeniorNet North Canterbury</td>
<td>Towards promotion of courses and workshops</td>
<td>$ 500</td>
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<tr>
<td>December</td>
<td>Lions Club Rangiora</td>
<td>Towards the costs of two shelters for the Millton Memorial Dog Park</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>Loburn School</td>
<td>Towards the costs of Year 8 participating in the William Pike Challenge Award</td>
<td>$ 500</td>
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</tr>
<tr>
<td>December</td>
<td>Presbyterian Support</td>
<td>Towards the costs of Suicide Prevention Event 28 February 2018</td>
<td>$ 500</td>
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</tr>
<tr>
<td>December</td>
<td>Trinity Methodist Mainly Music</td>
<td>Towards the costs of creating lockable storage room for sound and musical</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Cust Bowling Club Inc</td>
<td>To purchase a second hand mower</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the cost of the Kaiapoi Arts Expo and Schools Expo particularly advertising in the Northern Outlook</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Districts Early Records Society Inc</td>
<td>Replace scanner</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Okuku Pony Club</td>
<td>Coaching training</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>McAlpines Canterbury Pipe Band</td>
<td>Towards the costs of new flashes for the band uniforms</td>
<td>$ 500</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>North Canterbury Athletics Club</td>
<td>Towards the costs of club singlets for 7 to 14 year olds</td>
<td>$ 427</td>
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</tr>
<tr>
<td>June</td>
<td>Rangiora Playcentre</td>
<td>Towards the costs of sensory and touch based play materials</td>
<td>$ 500</td>
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<tr>
<td>June</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of ink cartridges</td>
<td>$ 500</td>
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</tr>
<tr>
<td>June</td>
<td>North Canterbury Academy of music</td>
<td>Towards the end of year concert</td>
<td>$ 500</td>
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<tr>
<td>June</td>
<td>Friends of Rangiora Town Hall</td>
<td>Towards the costs of auditorium CCTV and backstage screen to assist with productions</td>
<td>$ 500</td>
<td></td>
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<tr>
<td>June</td>
<td>North Canterbury Academy of Music</td>
<td>Towards the costs of replacement drum kit</td>
<td>$ 420</td>
<td></td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Budget Requested</td>
<td>Allocated</td>
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<tr>
<td>-------</td>
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<tr>
<td>July</td>
<td>Kaiapoi Cricket Club</td>
<td>Towards costs of signage to promote the Cricket Club’s 150th Jubilee in late September 2017</td>
<td>$600</td>
<td>$200</td>
</tr>
<tr>
<td>July</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of pre and post event advertising for the Waimakariri Light Party 2017</td>
<td>$460</td>
<td>$460</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Borough School</td>
<td>Sports equipment</td>
<td>$500</td>
<td>declined</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Riverside Bowls</td>
<td>Towards the cost of a new set of bowls</td>
<td>$420</td>
<td>$400</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Community Watch</td>
<td>Towards the cost of uniforms</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>August</td>
<td>You Me We Us</td>
<td>Towards the cost of the Spring Festival</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi Pony Club</td>
<td>Costs of events and coaching to improve the skill of young riders</td>
<td>$500</td>
<td>declined</td>
</tr>
<tr>
<td>September</td>
<td>Clarkville Play Centre</td>
<td>Towards the costs of indoor tents and tunnels</td>
<td>$317</td>
<td>declined</td>
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<tr>
<td>September</td>
<td>Pines Karaki Beach Association Inc</td>
<td>Towards the costs of a celebration to mark the opening of the new hall</td>
<td>$500</td>
<td>$500</td>
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<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the running costs of Kaiapoi Art Expo and Schools Art Expo in particular advertising in the Kaiapoi Advocate, venue hire and set up costs</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>April</td>
<td>Clarkville play centre</td>
<td>Towards the costs of playdough equipment and wooden puzzles</td>
<td>$442</td>
<td>declined</td>
</tr>
<tr>
<td>May</td>
<td>KYDz (YouMeWeUs Youth Group)</td>
<td>Towards advertising and promotion of ‘KYDz Mud Fest’ event</td>
<td>$300</td>
<td>$300</td>
</tr>
<tr>
<td>June</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the costs of a new heavy-duty washing machine</td>
<td>$439</td>
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</tbody>
</table>

Total for grants allocated: $3,799  Total unallocated: $1,161

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Budget Requested</th>
<th>Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Waimakariri Gorge Golf Club</td>
<td>Towards costs of tree replacement following the September/October 2013 storm, taking place between winter 2017 and winter 2018</td>
<td>$500</td>
<td>$500</td>
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Total for grants allocated: $10,347  Total unallocated: $1,917.04
<table>
<thead>
<tr>
<th>Month</th>
<th>Organisation</th>
<th>Purpose</th>
<th>Approved</th>
<th>Allocated</th>
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</thead>
<tbody>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
<td>Welcome bags</td>
<td>$500</td>
<td>declined</td>
</tr>
<tr>
<td>September</td>
<td>SIIG You Me We Us</td>
<td>Welcome bags</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Oxford ICONZ (Boys and Girls Brigade)</td>
<td>Towards paint-balling supplies</td>
<td>$550</td>
<td>$500</td>
</tr>
<tr>
<td>October</td>
<td>Oxford Night Patrol Group</td>
<td>Towards the cost of reflective magnetic signs to identify patrollers using private vehicles</td>
<td>$239</td>
<td>$239</td>
</tr>
<tr>
<td>October</td>
<td>Oxford Community Mens Shed</td>
<td>Towards costs of the Spring into Oxford event</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>December</td>
<td>West Eyreton School</td>
<td>towards the cost of books focussing on healthy eating for the school library</td>
<td>$385</td>
<td>$385</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>promotional advertising in the Oxford Observer and Oxford Bulletin</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>April</td>
<td>Ohoka School PTA plant sale sub committee</td>
<td>towards the costs of 'children size' gloves, garden tools, wheelbarrows and other items.</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>May</td>
<td>Eyreton PonyClub</td>
<td>Fencing to enclose learner rider area</td>
<td>$450</td>
<td>$500</td>
</tr>
<tr>
<td>June</td>
<td>Oxford Community Trust</td>
<td>towards the cost of a heat pump for the A&amp;P Building</td>
<td>$500</td>
<td>$663</td>
</tr>
<tr>
<td>June</td>
<td>Christchurch Western Riding Association</td>
<td>towards the cost of gravel for the entranceway</td>
<td>$500</td>
<td>$663</td>
</tr>
<tr>
<td>June</td>
<td>RSA</td>
<td>bronze cap -time capsule</td>
<td>$450</td>
<td>$450</td>
</tr>
</tbody>
</table>

Total for grants allocated: $5,400  Total unallocated: $0
WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-11-06/180627071424

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 11 July 2018

FROM: Edwina Cordwell, Governance Adviser

SUBJECT: Approval of the updated Rangiora-Ashley Community Board Plan 2018/19.

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

Department Manager

Chief Executive

1. SUMMARY

1.1 This report seeks the Board’s approval of the Rangiora-Ashley Community Board Plan which has been updated for 2018/19.

Attachments:

i. Final Draft of the Rangiora-Ashley Community Board Plan 2018/19 (Trim 180528058516).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 180627071424.

(b) Approves the final draft of the Rangiora-Ashley Community Board Plan 2018-2019 (Trim 180528058516) subject to any minor edits discussed and approved by the Board Chairperson.

3. BACKGROUND

3.1 The current Community Board Plan was developed by the Rangiora-Ashley Community Board following the 2016 election and approved in April 2017.

3.2 The plan is subject to an annual update which has just been completed for 2018/19.

4. ISSUES AND OPTIONS

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

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

4.3. The current plan was discussed at a Board workshop on 13 June 2018 and changes made to reflect the achievements of the Board and to ensure that the information as regards the
Board’s Discretionary Grant Funding allocations, General Landscaping Fund initiatives and 2018 meeting dates were updated.

4.4. If any further minor editorial corrections are needed staff request that the Board consider approving the Chairperson to finalise the document on its behalf.

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

5. **COMMUNITY VIEWS**

5.1. Groups and Organisations

The plan may assist qualifying groups to identify projects that may meet the Discretionary Grant criteria.

5.2. Wider Community

The Plan highlights the objectives of the Board and progress towards these. It includes meeting dates and information regarding local services and elected members. It is a further channel to enable local democracy to be more visible and relevant.

6. **IMPLICATIONS AND RISKS**

6.1. Financial Implications

None.

6.2. Community Implications

Supports wider visibility of local issues.

6.3. Risk Management

None.

6.4. Health and Safety

None.

7. **CONTEXT**

7.1. Policy

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

7.2. Legislation

Local Government Act 2002 Clause 52

7.3. Community Outcomes

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

7.4. Delegations

Not applicable.
DRAFT

Rangiora-Ashley Community Board

Community Plan 2018 – 2019
The Rangiora-Ashley Community Board area

Insert shows Waimakariri district

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

*Population number as at 30 June 2015 Statistics NZ
The Rangiora-Ashley Community Board has eight elected members. The four Rangiora-Ashley Councillors are also appointed to the Board by the Council giving the Board a total membership of 12. (The Rangiora-Ashley Community Board supersedes the Rangiora Community Board which was created in 2010).

The purpose of a community board is to represent, and act as an advocate for the interests of its community on a local level.

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

- Taking an overview of the Council’s services and projects affecting the ward including: water supply, sewerage, storm water drainage, parks, recreational facilities, community activities and roading and traffic management projects
- Granting of leases or licences on reserves
- Providing grants to community organisations
- Advocating to the Council on key issues and priorities for the ward area, especially through the annual and longer term planning process
- Engaging with residents, groups, other Community Boards and the Council in seeking the best outcome for ward communities.
- Providing positive leadership and facilitation of community projects
- Encouraging the community to participate in local decision making
- Ensuring consultation is fair and effective across the community
- Linking residents to essential Council services
- Advocating proactively to the Council on achievable long term goals.

The Board also works to achieve the following:

- Providing positive leadership and facilitation of community projects
- Encouraging the community to participate in local decision making
- Ensuring consultation is fair and effective across the community
- Linking residents to essential Council services
- Advocating proactively to the Council on achievable long term goals.

If you wish to raise any concerns with the Board, please feel free to contact us using the details provided on pages 6-7.

Performance expectations 2016 – 2019

The Rangiora-Ashley Community Board has outlined the following expectations:

- Develop and promote the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Develop positive working relationships with key Council staff and management
- Develop closer links and relationships with key groups in the Rangiora-Ashley community area, as well as with significant district wide organisations
- Develop strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings
- Actively participate in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability
- Advocate to ensure the ward has attractive streetscapes which enhance the visual profile of the community

I would like to stand for the Community Board, what do I do?

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

Community Board members are paid a small honorarium for their service.

If you would like more information, please contact:
Sarah Nichols, Governance Manager/Deputy Electoral Officer
Phone: 0800 965 468 (0800 WMK GOV)
Email: sarah.nichols@wmk.govt.nz
Rangiora-Ashley Community Board Achievements to June 2018

Southbrook Town Entrance Beautification – The Board was pleased to approve a major beautification project of the Southbrook/Lineside Town Entrance. The Board has contributed $52,000 of its General Landscaping Budget to this priority project and noted that roading improvements totaling $30,000 would also be undertaken.

Victoria Park Toilet Upgrade – The Board was delighted to receive outline design concepts for the refurbishment of these facilities which will be completed in 2018.

High Street Festive and Event Lighting – The Board advocated for year round event and festive lighting which was installed ready for the 2017 Christmas season. There have been a few teething problems which are under review.

Conway Lane – The Board was delighted to accept the Rotary 150 Anniversary gift of public seating and water fountain in Good Street as part of the continued project to make this a vibrant area of the town.

Southbrook Traffic Lights – These were installed in 2017 and have made a great difference to peak hour traffic as well as general pedestrian and traffic safety.

Passchendaele Memorial Path – The Board continues to push for better connectivity and safer pedestrian and cycling links from Woodend to Rangiora and was delighted to see the completion of this pathway from Kaiapoi which is enjoyed by so many.

Cones/Carrs Road Safety Improvements – A number of safety improvements were championed by the Board and implemented much to the relief of local residents and drivers.

Potential for a Cones Road walkway/cycleway – The Board supported an approach from a local resident wishing to develop a walkway using volunteers.

Local Reserves – The Board continued to support the developments at Hegan Reserve and was delighted to see the completed installation of a playground in Koura reserve.

Millton Memorial Reserve Dog Park – The Board has assisted with the funding of shelters for the park and its canine users.

Waiamakri GreenCorps working on Hegan Reserve improvements
Current projects - Rangiora-Ashley Community Board

Here are some of the projects the Rangiora-Ashley Community Board are supporting:

- Completion of the Southbrook Town Entrance Beautification
- Rangiora Town Centre Event Lighting
- Good Street Upgrade
- Garrymere and other Water Supply Schemes
- Further Town Entrances’ Upgrades
- Events and economic prosperity
- Northbrook Bridge
- Completion of the Victoria Park Toilets’ Refurbishment
- Improved Public Toilets in Rangiora Town Centre
- Rangiora Health Hub
- Cycleways
- Speed Limit Reviews, Driver and Pedestrian Safety
- Further Koura Reserve Improvements including a bridge
- Proposed Town Centre Car Parking Building
- Town Centre Review

Objectives 2018-2019

- Support the development of the North of High Street
- Continue to promote Park and Ride and Public Transport
- Continue to Advocate for Health Hub Services
- Continue to support groups for the wellbeing of our community through activities such as sport and recreation
- Encourage business and employment opportunities in the community area
- Encourage facility usage and participation in physical activity such as cycling, walking, pools and parks/reserves
- Prompt assessment of discretionary grants
- Supportive of ongoing reserve development
- Upgrade of Loburn Domain
- Working in partnership with the community to achieve an agreed solution for the Garrymere Water Supply Upgrade
- Monitor school crossing at Southbrook
- Monitor development of the BNZ corner
- Advocate for more toilets and improved appropriate signage in the Town centre
- The Board wants to see a vibrant town centre and development of empty spaces
- Cones Road corner – reserve area – develop, enhance and improve safety
- Focus/identify the needs in our rural communities and increase linkage with rural communities
- Lobby for improved infrastructure for modern technology ie mobility scooters and recharging stations possibly in libraries.
- Further development of community recreational spaces utilising the Board’s General Landscaping Budget
The Board noted the loss of Cr Peter Allen in 2017. A by-election was held and Cr Kirstyn Barnett duly elected.

**Jim Gerard, QSO (Chair)**
Responsibility and representation on outside organisations:
- District Licencing Committee
- Friends of Rangiora Town Hall
- Rangiora-Ashley Road and Reserves Naming Committee

**Cr Kirstyn Barnett**
Responsibility and representation on outside organisations:

**Cr Robbie Brine**
Responsibility and representation on outside organisations:
- Recovered Materials Foundation
- Terra Nova Trustee

**Murray Clarke, JP**
Responsibility and representation on outside organisations:
- Waimakariri Health Advisory Group
- Rangiora Croquet and Table Bowls Centre Management Committee
- Waimakariri Access Group

**Keith Galloway**
Responsibility and representation on outside organisations:
- Grey Power North Canterbury
- Rangiora and District Early Records Society
- Rangiora-Ashley Road and Reserves Naming Committee

**Cr Dan Gordon**
Responsibility and representation on outside organisations:
- Friends of Rangiora Town Hall
- West Eyreton Rural Water Supply Group
- North Canterbury Sport & Recreation Trust
- Rangiora Promotions Association
<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Mobile</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Duncan Lundy (Deputy Chair)</strong></td>
<td>03 312 8774</td>
<td></td>
<td><a href="mailto:duncan.lundy@wmk.govt.nz">duncan.lundy@wmk.govt.nz</a></td>
</tr>
<tr>
<td>Responsibility and representation on outside organisations:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Central Rural Drainage Advisory Group</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Cust Domain Advisory Group</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Rangiora-Ashley Road and Reserves Naming Committee</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **Judith Hoult** | 03 313 7558 | 021 0872 3603 | judith.hoult@wmk.govt.nz |
| Responsibility and representation on outside organisations: |                           |                            |                              |
| - Cust and District Historical Records Society Inc          |                          |                            |                              |
| - North Canterbury Neighbourhood Support                   |                          |                            |                              |
| - Rangiora-Ashley Road and Reserves Naming Committee       |                          |                            |                              |

| **Sarah Lewis** | 03 313 3090 | 021 644 281 | sarah.lewis@wmk.govt.nz |
| Responsibility and representation on outside organisations: |                           |                            |                              |
| - Southbrook Sports Community Club |                         |                            |                              |

| **Greg Miller** | 03 313 3386 |                          | greg.miller@wmk.govt.nz     |
| Responsibility and representation on outside organisations: |                           |                            |                              |
| - Fernside Hall Advisory Group |                         |                            |                              |
| - Keep Rangiora Beautiful |                         |                            |                              |

| **Chris Prickett** | 03 310 7308 |                          | chris.prickett@wmk.govt.nz |
| Responsibility and representation on outside organisations: |                           |                            |                              |
| - Loburn Domain Advisory Group |                         |                            |                              |
| - Matawai Park Advisory Group |                         |                            |                              |

| **Cr Paul Williams** | 03 313 7243 (home/work) | 021 0222 1364 | paul.williams@wmk.govt.nz |
| Responsibility and representation on outside organisations: |                           |                            |                              |
| - HDC, Ashley Rural Water Scheme - Water Liaison Committee |                         |                            |                              |
| - Ashley Rural Water Advisory Group |                         |                            |                              |
| - West Eyreton Rural Water Supply Group |                         |                            |                              |
| - Rangiora Airfield Advisory Group |                         |                            |                              |
| - District Licensing Committee |                         |                            |                              |
Dear Residents

The Rangiora-Ashley community area has changed quite significantly from the old Rangiora ward, which was predominately an urban ward, with Rangiora Township as its main centre.

The Waimakariri District Council’s ward boundaries were changed, largely due to population growth, for the last elections. As a result, our community has seen its boundaries become more rural, but still includes Rangiora as its main centre. The new area extends west and includes Fernside and Cust, and north over the Ashley River to include Ashley Township, Loburn, North Loburn, Okuku and west to the Garry River.

As a consequence, the Board’s Community Plan reflects the diverse requirements of the new board area. The knowledge and understanding of our community needs is greatly assisted by the fact that our community was divided into two subdivisions for the board elections, with five members being elected from urban Rangiora, and three from the rural areas. The four Councillors are also board members.

The Rangiora-Ashley Community Board is fully supportive of the many local community groups across our ward that do so much to ensure the needs and aspirations of our community are met. We invite you to contact the Board Advocate, and share your experiences, role, and requirements with us.

It is part of the board’s role to assist residents and Community Groups to have a voice at Council level in order to build a stronger community. That is achieved when we submit to the Council Annual Plan and Long Term Plan to ensure that our community needs and wishes are presented to Council, and if accepted, are ultimately reflected in its current and future budgeting.

As the earthquake repair priorities are largely completed, and the new Ashley bridge in place, our board focus will move from repairs to enhancement, to ensure our communities have the facilities they need, that traffic congestion is being addressed, that our communities are attractive, that town entrances are inviting, and that appropriate services are available for our communities.

The board welcomes your views. It is your community. Your views are important. We look forward to hearing from you.

Jim Gerard QSO
Chairman, Rangiora-Ashley Community Board.
Where and when are meetings held?

Meetings are currently held on the second Wednesday of the month, commencing at 7pm at the Waimakariri District Council Chambers located at 215 High Street, Rangiora.

The public are most welcome to attend.

If you would like to speak at the meeting, please contact the Chairperson or the Governance Team (com.board@wmk.govt.nz) one week prior to a scheduled meeting. You are always welcome to contact Board members to discuss Council and community related matters.

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

Board members often take part in the activities of community organisations within the ward, as outlined in the contact details information on pages 6 to 7. If you would like to invite a Board member onto your organisation’s committee or to a meeting please contact the Chairperson (see page 6 for details).

The next meetings are scheduled for:

<table>
<thead>
<tr>
<th>Date</th>
<th></th>
<th>Date</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 July 2018</td>
<td></td>
<td>8 August 2018</td>
<td></td>
</tr>
<tr>
<td>10 October 2018</td>
<td></td>
<td>Tuesday 13 November (at CUST)</td>
<td></td>
</tr>
<tr>
<td>12 September 2018</td>
<td></td>
<td>2 December 2018</td>
<td></td>
</tr>
</tbody>
</table>

Dates for 2019 meetings will be updated and available on the Council’s website in December 2018.

The Rangiora-Ashley Community Board also has a Rangiora-Ashley Road and Reserves Naming Committee with meetings held on an “as required” basis:

This Committee has the delegated authority of the Community Board to determine new road and reserve names within the community area. The Committee has a pre-approved road name list to assist developers with their application for name consideration. This is available on request at your local service centre.

The members of the Rangiora-Ashley Road and Reserves Naming Committee are Judith Hoult (Chair), Keith Galloway, Jim Gerard and Duncan Lundy.
Rangiora-Ashley Community Board discretionary grant

For the financial year 2018/18 (July – June) the Rangiora-Ashley Community Board has $10,400 available for grants to non-profit, community based organisations. The Board considers grant applications at every meeting.

You will be notified following the meeting of the Board’s decision.

The application is presented by staff at the next funding round for a decision. You will be notified following the meeting of the Board’s decision.

An application form can either be printed, downloaded or completed online from the Council website: http://www.waimakariri.govt.nz/community/funding-and-grants/board-funding

The completed application should be posted to:
Governance Team
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440
Or emailed to records@wmk.govt.nz
Or dropped in to your local service centre (see back page for details)

Rangiora-Ashley Community Board criteria for funding applications

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

- The group should have strong links with the community of Rangiora
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward
- The applications should clearly state the purpose for which the money is to be used
- The Board support a wide range of community activities but the application will be declined if it is deemed of the nature listed on the application form
- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received
- Where possible or feasible applicants must declare other sources from which funding has been applied for or granted from for the project being applied to the Rangiora-Ashley Community Board
- Grant applications will be considered at each meeting by the Rangiora-Ashley Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing
- Generally funding grants will be a maximum of $500 in any one financial year (July 2018 to June 2019), but the group can apply up to twice in that year, providing it is for different projects.
### Rangiora-Ashley Community Board grants to local community interest groups 2017-18

<table>
<thead>
<tr>
<th>Organization</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rotary Club of Rangiora</td>
<td>Towards the costs of building a Fitness Trail/Circuit of up to 12 stations along the Rakahuri Trail.</td>
<td>$500</td>
</tr>
<tr>
<td>Southbrook School Parent Teacher Association</td>
<td>Towards the costs of a cordless scanner for the school library.</td>
<td>$500</td>
</tr>
<tr>
<td>North Canterbury Musical Society</td>
<td>Towards the costs of signage for Costume hire service</td>
<td>$350</td>
</tr>
<tr>
<td>International Day of Older Persons</td>
<td>Towards afternoon tea to celebrate International Day of older Persons</td>
<td>$350</td>
</tr>
<tr>
<td>Canterbury Westland Kindergarten Association (Kidsfirst Kindergartens Bush Street)</td>
<td>Towards the cost of replacing books and purchase of new large books for group stories</td>
<td>$300</td>
</tr>
<tr>
<td>Rangiora Croquet Club</td>
<td>Towards the cost of a new dishwasher</td>
<td>$500</td>
</tr>
<tr>
<td>SeniorNet North Canterbury</td>
<td>Towards the cost of promotion of courses and workshops</td>
<td>$500</td>
</tr>
<tr>
<td>Lions Club Rangiora</td>
<td>Towards the costs of two shelters for the Milton Memorial Dog Park</td>
<td>$500</td>
</tr>
<tr>
<td>Loburn School</td>
<td>Towards the costs of Year 8 participating in the William Pike Challenge Award</td>
<td>$500</td>
</tr>
<tr>
<td>Presbyterian Support</td>
<td>Towards the costs of a Suicide Prevention Event 28 February 2018</td>
<td>$500</td>
</tr>
<tr>
<td>Trinity Methodist Mainly Music</td>
<td>Towards the cost of creating lockable storage room for sound and musical equipment</td>
<td>$500</td>
</tr>
<tr>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo 2017</td>
<td>Towards the running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Northern Outlook</td>
<td>$500</td>
</tr>
<tr>
<td>Cust Bowling Club</td>
<td>To purchase a second hand mower</td>
<td>$500</td>
</tr>
<tr>
<td>Rangiora Districts Early Records Society</td>
<td>Towards the cost of a replacement photographic scanner</td>
<td>$500</td>
</tr>
<tr>
<td>Okuku Pony Club</td>
<td>Towards the cost of training two new coaches</td>
<td>$500</td>
</tr>
<tr>
<td>McAlpines Canterbury Pipe Band</td>
<td>Towards the cost of new flashes for the uniform</td>
<td>$500</td>
</tr>
<tr>
<td>North Canterbury Athletics Club</td>
<td>Towards the cost of club singlets for 7 to 14 year olds</td>
<td>$427</td>
</tr>
<tr>
<td>Ashley Playcentre</td>
<td>Towards the cost of print cartridges</td>
<td>$500</td>
</tr>
<tr>
<td>Rangiora Playcentre</td>
<td>Towards the cost of sensory and touch based play materials</td>
<td>$500</td>
</tr>
<tr>
<td>The North Canterbury Academy of Music</td>
<td>Towards the cost of and End of Year Concert including the hire of the Rangiora Town Hall Auditorium for rehearsals and concert</td>
<td>$500</td>
</tr>
<tr>
<td>The Friends of Rangiora Town Hall</td>
<td>Towards the costs of Auditorium CCTV and backstage screen</td>
<td>$500</td>
</tr>
<tr>
<td>The North Canterbury Academy of Music</td>
<td>Towards the cost of replacement drum kit</td>
<td>$420</td>
</tr>
</tbody>
</table>

**The following projects have been funded through the Board’s General Landscaping Budget:**

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loburn Domain Memorial</td>
<td>$10,619</td>
</tr>
<tr>
<td>Rangiora Town Entrances</td>
<td>$52,000</td>
</tr>
</tbody>
</table>
## Council facilities and contact details

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

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

<table>
<thead>
<tr>
<th>Aquatic Centres - waimakariri.govt.nz/aquatic-facility</th>
<th>Oxford Community Aquatic Centre</th>
<th>Kaiapoi Aquatic Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dudley Park Aquatic Centre</strong></td>
<td><strong>Oxford Community Aquatic Centre</strong></td>
<td><strong>Kaiapoi Aquatic Centre</strong></td>
</tr>
<tr>
<td>47 Church Street, Rangiora</td>
<td>9 Burnett Street, Oxford</td>
<td>9 Cass Street, Kaiapoi</td>
</tr>
<tr>
<td>Tel: 03 311 8905</td>
<td>Tel: 03 311 8921</td>
<td>Tel: 03 375 5041</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
</tr>
<tr>
<td>Monday – Friday: 6am to 9pm</td>
<td>Summer only from late November</td>
<td>Monday to Friday: 6am to 3.30pm &amp; 6pm to 9pm</td>
</tr>
<tr>
<td>Saturday &amp; Sunday: 7.30am to 7pm</td>
<td>Monday to Friday: 8.30am to 6.30pm</td>
<td>Saturday &amp; Sunday: 7.30am to 7pm</td>
</tr>
<tr>
<td>Public Holidays: 10am to 7pm</td>
<td>Saturday &amp; Sunday: 10am to 7pm</td>
<td>Public Holidays: 10am to 7pm</td>
</tr>
<tr>
<td>Christmas Day: Closed</td>
<td>Public Holidays: Closed</td>
<td>Christmas Day: Closed</td>
</tr>
</tbody>
</table>

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

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

If you are new to the district you may like to visit our website that provides information on a number of Council services: waimakariri.govt.nz/community/about-the-waimakariri-district/new-to-the-district
Tuesday 3 July 2018

The Rangiora-Ashley Community Board
C/- Edwina Caldwell
215 High Street
Rangiora 7400

Dear Edwina,

Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2018

Thank you for your submission on the Stormwater Drainage and Watercourse Protection Bylaw 2018. The bylaw review hearing panel first convened on 27 February 2018 to hear submissions and reconvened on 20 March 2018 to deliberate on submissions and prepare its recommendations to the Council.

The Council adopted the finalised bylaw on 1 May 2018. The adopted version includes a number of changes made as a result of submissions.

Please see below a summary of your main points of submission and the associated Council decisions:

The Board supports the draft bylaw.

The Board also reiterated the importance of ongoing communication and the provision of public information particularly for those properties that may be affected by the proposed bylaw.

It also noted the engagement of staff with the Drainage Advisory Boards and that this is also extremely important so as to alleviate any concerns or queries going forward and also achieve compliance.

Now that the bylaw is in force, staff are preparing a full page newspaper advertisement / flier with guidance for industry and the general public on how to prevent contaminants from private properties and activities from entering the stormwater systems which then discharge into local waterways.

Staff will publish the advertisement shortly. This will assist with implementation and public awareness of impacts of private activities on waterways. Staff will also explore opportunities to publish this flier on the website and arrange associated on-line communication.
More specific proposals will arise in future years which will be required to implement the bylaw. Affected properties will be further consulted at that time.

The draft bylaw was circulated to members of the Drainage Advisory Groups during the consultation period. The Council will continue to work with the Groups on implementing aspects of the bylaw within each drainage rating area.

Thank you for taking the time to prepare a submission on the draft bylaw. I have attached, for your reference, a copy of the final report to Council that adopted the bylaw and which describes the changes made as a result of consultation.

Yours Sincerely,

Janet Fraser
Utilities Planner
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-11-06/180703073773
REPORT TO: Rangiora-Ashley Community Board
DATE OF MEETING: 11 July 2018
FROM: Jim Gerard, Chairperson Rangiora-Ashley Community Board
SUBJECT: Chair’s Diary for June 2018

1. SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT / MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 12 June</td>
<td>• Meeting with Governance Adviser re Board agenda</td>
</tr>
<tr>
<td></td>
<td>• Rangiora Promotions Association annual meeting</td>
</tr>
<tr>
<td>Wednesday 13 June</td>
<td>• Rangiora-Ashley Community Board meeting</td>
</tr>
<tr>
<td>Wednesday 27 June</td>
<td>• Last Wednesday Club</td>
</tr>
<tr>
<td>Thursday 28 June</td>
<td>• Opening of Rangiora Rotary’s Fountain and Chairs in Conway Lane</td>
</tr>
<tr>
<td>Friday 29 June</td>
<td>• DLC Hearings</td>
</tr>
</tbody>
</table>

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 180703073773.

Jim Gerard QSO
CHAIRPERSON