

Rangiora-Ashley Community Board

Agenda

Wednesday 11 September 2019

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 Houlton
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, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 SEPTEMBER 2019 AT 7PM.

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

	<u>BUSINESS</u>	PAGES
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION OF MINUTES</u>	
3.1	<u>Minutes of the Rangiora-Ashley Community Board – 13 August 2019</u>	8 - 17
	<i>RECOMMENDATION</i>	
	THAT the Rangiora-Ashley Community Board:	
	(a) Confirms the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 13 August 2019, as a true and accurate record.	
3.2	<u>Minutes of the Public Excluded portions of a meeting of the Rangiora-Ashley Community Board held on Tuesday 13 August 2019</u>	
	<i>RECOMMENDATION</i>	
	THAT the Rangiora-Ashley Community Board:	
	(b) Confirms the circulated Minutes of the public excluded portion of the Rangiora-Ashley Community Board meeting, held on 13 August 2019, as a true and accurate record.	
	<i>(See Blue Public Excluded Agenda papers)</i>	
4	<u>MATTERS ARISING</u>	
5	<u>DEPUTATIONS AND PRESENTATIONS</u>	
6	<u>ADJOURNED BUSINESS</u>	

7 REPORTS

7.1 Request for Approval to Proceed with Consultation on Poyntzs Road Joining with West Eyreton and Summerhill Water Supplies – Colin Roxburgh (Water Asset Manager)

18 – 43

RECOMMENDATION

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee recommends:

THAT the Council:

- (a) **Receives** report No. 190828120309.
- (b) **Notes** that an upgrade to the Poyntzs Road scheme is required to achieve compliance with the Drinking-water Standards for New Zealand.
- (c) **Notes** that the optimum way to achieve this upgrade is by installation of a pipeline from West Eyreton the Poyntzs Road, and that the optimum pipe route has been determined to be the Main Race Road alignment, following previous consultation with residents on two potential pipe routes.
- (d) **Notes** that three funding options have been identified for consideration by the communities for the upgrade, following consultation with the West Eyreton and Summerhill Water Supply Advisory Groups.
- (e) **Approves** staff to consult with the affected communities on the proposal and funding options identified, based on the draft consultation material attached, noting that the consultation material is currently in draft format and will be refined prior to distribution to residents.
- (f) **Notes** that an identical report has been presented to the Oxford-Ohoka Community Board at their September meeting.

7.2 Tree Removal request outside 124 High Street, Rangiora – Ed Sard (Greenspace Community Assets Officer)

44 – 50

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. Trim 190828120194
- (b) **Approves** the retention of two American Sweetgum (*Liquidambar styraciflua*) trees located in ornamental planters outside 124 High Street, Rangiora.

7.3 Applications to the Rangiora-Ashley Community Board's Discretionary Grant Fund 2019/20 – Thea Kunkel (Governance Adviser)

51 – 76

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 190820115802.

- (b) **Approves** a grant of \$..... to the Southbrook School Board of Trustees towards the cost of the further development of their outdoor food garden.

OR

- (c) **Declines** the application from the Southbrook School Board of Trustees.

- (d) **Approves** a grant of \$..... to North Canterbury Neighbourhood Support towards the cost of purchasing a promotional gazebo.

OR

- (e) **Declines** the application from North Canterbury Neighbourhood Support.

7.4 **Update on the work being done by the Waimakariri Student Volunteer Army who was awarded the 2018 Waimakariri Youth Development Grant – Thea Kunkel (Governance Adviser)**

77 – 91

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 190805108810.
(b) **Acknowledges** the work being undertaken by the Waimakariri Student Volunteer Army.
(c) **Notes** the process to be undertaken for the awarding of the 2019 Youth Development Grant.

7.5 **Summary of Discretionary Grant Accountability 1 July 2018 to 30 June 2019 – Thea Kunkel (Governance Adviser)**

92 – 141

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No 190717100678
(b) **Circulates** a copy of this report to all of the Community Boards.

8 CORRESPONDENCE

142-146

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the Coastguard North Canterbury Update (Trim No 190816114840).

9 CHAIRPERSON'S REPORT

9.1 Chair's Diary for August 2019

147

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) Receives report No. 190904123786

10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting Minutes – 12 August 2019 (Trim No 190813112615).

10.2 Kaiapoi-Tuahiwi Community Board meeting Minutes – 19 August 2019 (Trim No 190820115834)

THAT the Rangiora-Ashley Community Board receives the information in Items 10.1-10.2.

Note:

1. *Agenda links were circulated via email as they became available during the month.*
2. *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

12.1 Natural Hazards

Consultation closes Wednesday 25 September 2019.

<https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/lets-talk-natural-hazards>

12.2 Proposed Plan Change 7 to the Land and Water Regional Plan (Environment Canterbury)

Consultation closes 13 September 2019.

<https://www.ecan.govt.nz/your-region/plans-strategies-and-by-laws/canterbury-land-and-water-regional-plan/change-7/>

12.3 Future of Rangiora

<https://www.waimakariri.govt.nz/your-council/district-development/rangiora-town-centre>

12.4 **Signage**

Consultation closes 30 September 2019.

<https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/lets-talkabout-signage>

12.5 **Parking**

Consultation closes 30 September 2019.

<https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/lets-talkabout-parking>

13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**

Balance as at 31 August 2019: \$9,446.

13.2 **General Landscaping Fund**

Balance as at 31 August 2019: \$24,860.

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 the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the 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:

Item N°	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
15.1	Minutes of the Public Excluded portion of a meeting of the Rangiora - Ashley Community Board 13 August 2019 meeting	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)

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:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
15.1	To carry out commercial activities without prejudice.	A2(b)ii

CLOSE MEETING

See Public Excluded Agenda (blue papers)

OPEN MEETING

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

This is the final meeting of the Rangiora-Ashley Community Board for the 2016-2019 electoral term.

The new Rangiora-Ashley Community Board will be sworn into office late October 2019, with standard meetings resuming from mid-November 2019. Further information will be advertised and listed on the Council's website.

<p style="text-align: center;">Workshop</p> <ul style="list-style-type: none"><input type="checkbox"/> <i>Flaxton Road Update – Kieran Straw (Civil Projects Team Leader)</i><input type="checkbox"/> <i>Members Forum</i>
<p style="text-align: center;">Briefing</p> <p style="text-align: center;"><i>Note a briefing is public excluded</i></p> <ul style="list-style-type: none"><input type="checkbox"/> <i>Implementation of Park and Ride – Don Young (Senior Engineering Advisor)</i>

MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE CUST COMMUNITY CENTRE, 9 MILL ROAD, CUST ON TUESDAY 13 AUGUST 2019 AT 7PM.

PRESENT

J Gerard (Chairperson), D Lundy (Deputy Chairperson), K Barnett, R Brine, M Clarke, K Galloway, D Gordon, J Hault, S Lewis, G Miller, C Prickett and P Williams.

IN ATTENDANCE

J Millward (Manager Finance and Business Support), C Roxburgh (Water Asset Manager), S Hart (Business and Centres Manager), G MacLeod (Greenspace Manager), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no declared conflicts of interest.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Rangiora-Ashley Community Board – 10 July 2019

Moved D Gordon seconded P Williams

THAT the Rangiora-Ashley Community Board:

- a) **Confirms** the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 10 July 2019, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS

There were no deputations.

6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS

7.1 Garrymere Water Supply Upgrade – Feedback from Community Consultation 2019 – Colin Roxburgh (Water Asset Manager)

C Roxburgh spoke to the report and outlined the process since the matter had been to the Board previously. At the latest community meeting, only a small number of residents attended, compared to the previous year.

Following consultation, two submissions were received both of which were in favour of the proposal. This was an improvement to the large number of submissions received against the proposal the previous year. The improvement was in a large part due to the work done by the Garrymere Advisory Group as well as the new funding structure.

Moved P Williams second D Gordon

THAT the Rangiora-Ashley Community Board recommends:

b) **Receives** report No. 190731107249.

THAT the Council:

- c) **Notes** that the Garrymere Water Supply Advisory Group has carried out extensive work investigating options to upgrade the Garrymere water supply to achieve compliance with the Drinking-water Standards for New Zealand, and to provide a safe and affordable drinking-water supply to the community.
- d) **Notes** that the Garrymere community have been consulted on the proposed upgrade option, and that there was one submission received in favour of this proposal, and no submissions received against the proposal.
- e) **Notes** that following public consultation the Garrymere Water Supply Advisory Group recommends that the Council proceed with Option A of filtration and UV disinfection being installed at the Garrymere water supply headworks.
- f) **Notes** that there is sufficient budget available of \$450,000 to complete this upgrade.
- g) **Approves** staff to proceed with the recommended option to construct a filtration and UV disinfection treatment system at the Garrymere water supply headworks.

CARRIED

P Williams thanked staff for their effort in working through the issues with the community. D Gordon supported P Williams' comments and endorsed the work done by C Roxburgh. He stated that the possible options were worked through methodically and all options were considered. He also commented that the Garrymere Advisory Group was a good model to follow going forward.

D Lundy noted that there had been an excellent balance in the makeup of the Garrymere Advisory Group. C Prickett agreed with previous comments and highlighted the importance of the cost sharing option as a valuable lesson for the future.

K Barnett agreed and also elaborated on the importance of the cost sharing option. Direction from Central Government suggested that moving to aggregate UV filtration costs would become commonplace in the future.

7.2 Tree Removal and Replacement outside 7a Wiltshire Court, Rangiora – G Reburn (Parks and Recreation Operations Team Leader)

G Macleod spoke to the report and advised that although Council would not have necessarily planted the tree in its current location, it was a healthy specimen, and when applying the Council's policy, it was therefore hard to recommend its removal.

G Miller asked if it would be possible to plant an additional tree in the recommended position, if the decision was taken not to remove the tree. G MacLeod stated that it was possible, but that it would however not resolve the issue.

In response to questions, G MacLeod confirmed that a tree more appropriate for the berm size could be planted.

P Williams enquired if the tree was planted prior to the house being constructed. G MacLeod advised the tree was around 30years old, but he could not comment on the age of the house

J Hoult asked if it might be possible to relocate the mature tree. G MacLeod stated that the possible damage to infrastructure and the considerable cost did not make this a viable option.

K Barnett noted the removal of the tree was declined in 2016 and asked if that therefore meant that the request could not be brought back to the Board. G MacLeod however advised that in terms of the Council policy a request could be brought back to the Board.

C Prickett referred to heavy pruning of the Claret Ash trees on Kippenberger Avenue and asked if that could be applied to the tree in question. G MacLeod stated that the pruned trees on Kippenberger Avenue were not as large as the tree in question. It was very unlikely that the tree would survive the heavy prune that would be required.

M Clarke advised that Council had an obligation to protect the Health and Safety of residents, and expressed a concern regarding Council's liability if the residents slipped on a shady path caused by the tree.

P Williams asked if the new planting plan for Wiltshire Court would require the removal of any further trees. G MacLeod replied no, as there were only three trees left. He confirmed that a planting plan for Wiltshire Court as a whole could be brought back to the Board within the next year.

Moved J Gerard seconded D Gordon

THAT the Rangiora-Ashley Community Board:

- h) **Receives** report No. 190731106910
- i) **Notes** the Board's preferred option is Option 1 as set out in Item 4.8 and 4.9, and the Board requests staff to undertake consultation with residents of Wiltshire Court.
- j) **Notes** that at the time of consultation, staff are also requested to give effect to the Board's previous motion of May 2016 to look at a replanting programme for Wiltshire Court.
- k) **Notes** that Mr Byers will pay \$300 towards the costs of tree removal.

CARRIED

J Gerard advised that following a site visit, he understood the situation at 7a Wiltshire Court to be extraordinary as it was definitely the case of the wrong tree in the wrong place, thus putting an elderly couple at risk. He noted the written offer made by Mr Byers to contribution \$300. The motion was also reasonable and not totally outside of Council policy as the tree was being replaced.

D Gordon commended the Chair for pulling together the proposed solution. He did not like removing trees, however 7a Wiltshire Court was an exception as the tree was not in the right alignment. He noted that the motion requested staff seek the views of other residents. If there was strong opposition to the removal the recommendation could be reviewed. He saw the replacement of the tree with one of better alignment overcoming the issue of setting a precedent.

C Prickett stated that he was reluctant to remove trees, however he strongly believed people had the right to daylighting. He suggested that the policy should be reviewed in future to allow for the removal of street trees if they did not meet their intended purpose. G Miller stated that the streetscape of Wiltshire Court

would be improved if the tree was replaced and he was therefore happy to support the motion.

K Barnett advised that staff had made the correct recommendation in terms of policy, however it was the Board's decision to remove the tree. Residents whose requests for removals had previously been declined could resubmit to the Board for further consideration.

M Clarke supported the motion in light of the Health and Safety concerns.

S Lewis appreciated that the motion had taken into consideration the residents affected.

7.3 **Cone Street Project Update – G Kempton, Project Engineer and J McBride (Roading & Transport Manager)**

J McBride spoke to the report noting its purpose was to update the Board on the progress made with the Cone Street upgrading and layout options. She referred to a previous workshop where the Board requested further information on the impacts of 'Option Four – One Way retaining all parking'. The technical information was attached to the report and J McBride advised that a one-way southbound would create difficulties.

J McBride advised that mixed feedback was received from business owners regarding what they wanted, particularly in relation to parking. It was therefore proposed that a workshop be held with key stakeholders to work through the options and concerns. However, irrespectively of the future configuration, a footpath was needed and this would require the removal of five car parking spaces. Following the workshop, if it was agreed that the configuration should be one way north, then the car parking spaces could be reinstated.

J Gerard asked why the footpaths were to be removed prior to consultation with the key stakeholders. J McBride advised that it was to do with timing as a footpath was required before the opening of the development. In response to questions, S Hart provided background on the investigation being conducted into the possible use of railway land.

D Gordon enquired about a broader solution that could be considered as part of the Rangiora Town Centre Review that included parking and linkages to the town centre. S Hart advised that Abley Consultants were currently investigating various modelling options.

K Barnett inquired about the cost implications of completing a small section of footpath and then returning to finish the entire way at a later stage. J McBride advised there might be a small increase in the project cost, there were however ways to minimise cost.

G Miller asked if research have been done into the likely use of the footpath. J McBride advised although the number of possible users had not been established, it was expected the new Burger King would generate high volume pedestrian traffic, especially with the vicinity to the high school.

C Prickett noted various safety concerns, and questioned if the speed limit could be reduced either through traffic calming measures or a speed limit reduction. In response, J McBride reported that the speed of traffic was currently relatively low. She was therefore not certain that traffic calming measures or changing the speed limit would address the safety concerns.

Moved G Miller seconded D Gordon

THAT the Rangiora-Ashley Community Board:

- l) **Receives** report N^o 190731106893,

- m) **Notes** that the installation of the footpath on Cone Street from High Street the new development at No. 9 Cone Street is required irrespective of the preferred layout and that work will proceed on the installation of this path;
- n) **Notes** that five carparks will need to be removed on the western side of Cone Street between High Street and the new development to allow for the installation of a new footpath and two on the eastern side of the road opposite the new development entrance to allow for manoeuvring;
- o) **Notes** that further workshop(s) and consultation will be carried out with stakeholders from the area to ensure key issues are identified and addressed before the options are further progressed;
- p) **Notes** that further information will be brought to the Board for consideration;

And:

RECOMMENDS THAT the Utilities and Roading Committee:

- q) **Approves** the removal of five carparks on the western side of Cone Street between High Street and the new development to allow for the installation of a new footpath and two on the eastern side of the road opposite the new development entrance to allow for manoeuvring;
- r) **Notes** that four of these spaces should, according to our Code of Practice, be marked as no-stopping within the current road layout due to either the existing road width, or proximity to the intersection of High Street.

CARRIED

G Miller stated that he frequently used the road as a pedestrian and believed a footpath was overdue as there was a lot of commercial activity in the area.

D Gordon supported the motion, but he did not want safety issues created by enabling the development. He appreciated that there would be a workshop to discuss the issues, and that a wider strategy of car parking would be picked up in the Rangiora Town Centre Review.

7.4 **Application to the Rangiora-Ashley Community Board's Discretionary Grant Fund 2019/20 – Thea Kunkel (Governance Adviser)**

T Kunkel spoke briefly to the report, and noted that the Reflections Community Trust had requested funding from the Board previously. She also noted that Fernside School was not a non-profit or registered charity. J Gerard commented on the difference between an application between schools and Parent Teacher Association's (PTA).

Moved J Hoult seconded S Lewis

THAT the Rangiora-Ashley Community Board:

- a) **Receives** report No. 90712098434.
- b) **Approves** a grant of \$184 to the Reflections Community Trust towards the cost of advertising the Waimakariri Light Party.

CARRIED

J Hoult commented that the Light Party was a positive, district wide, non-scary Halloween event.

Subsequent to discussion regarding the consideration of applications from schools, J Millward clarified that the financial information provided in the application pertained to Fernside School. To assist the Board with future consideration of applications from schools he suggested that a representative from the Ministry of Education be requested to speak at a future All Boards Workshop. Another

possibility was to address the issue was through the Annual Plan process, by testing if the community believed local government funding should be directed to schools. He stated that the Discretionary Grant criteria could then be reviewed in future to address the possible funding of schools.

Moved K Galloway seconded D Lundy

THAT the Rangiora-Ashley Community Board:

- a) **Declines** the application from Fernside School.

CARRIED

K Galloway stated that he was reluctant to support the application, as he believed it would create a precedent and the funding of books should fall under the auspice of the Ministry of Education. C Prickett agreed that the Board should not be funding book purchases.

S Lewis recommended that applications from schools should be considered on a case by case basis, she noted that Decile 9 and 10 schools found it difficult to secure funding from the Ministry of Education. J Hoult concurred and commented that schools never had enough funding.

K Barnett believed that a broader discussion, and more guidance was needed on this matter, as there seem to be a lot of 'grey' areas.

8 CORRESPONDENCE

Moved J Gerard seconded D Lundy.

THAT the Rangiora-Ashley Community Board:

- a) **Receives** the letter in response to the Draft Annual Plan 2019-20 submission (Trim No. 190624088691).
- b) **Receives** the memo regarding Service Requests as at 30 June 2019 (Trim No. 190731107187).

CARRIED

9 CHAIRPERSON'S REPORT

9.1 Chair's Diary for July 2019

Moved J Gerard seconded R Brine.

THAT the Rangiora-Ashley Community Board:

- a) **Receives** report No. 190805108798.

CARRIED

10 MATTERS FOR INFORMATION

10.1 **Oxford-Ohoka Community Board meeting minutes – 4 July 2019**
(Trim No. 190705094928).

10.2 **Woodend-Sefton Community Board meeting minutes – 8 July 2019**
(Trim No 1907003093846).

10.3 **Kaiapoi-Tuahiwi Community Board meeting minutes – 15 July 2019**
(Trim No 190709096349).

10.4 **Youth Council meeting minutes – 30 April 2019.**

10.5 **Youth Council meeting minutes – 28 May 2019.**

10.6 **District Regeneration – Progress Report to June 2019 – Report to Regeneration Steering Group 5 August 2019** (Trim No 190725104710).

Moved D Lundy seconded C Prickett.

THAT the Rangiora-Ashley Community Board:

- b) Receives the information in Items 10.1-10.6.

CARRIED

11 MEMBERS' INFORMATION EXCHANGE

11.1 R Brine

- Attended Community Service Awards – it was a great event.
- Attended Water and Land Working Party meeting.
- Kaiapoi Marina – looking at rules and regulations of operation.
- Kate Valley - had shortlisted for a Director vacancy.
- Provided an update on rollout of new bin system

11.2 K Galloway

- Attended Rangiora Town Centre Stakeholders meeting.
- Assisted residents with complaint regarding Coldstream Road speed limit and a request regarding chlorine in water.
- Attended Community Service Awards.

11.3 D Lundy

- Attended Kaiapoi Arts Expo.
- Attended Garrymere Water meeting.
- Attended Oxford Civil Defence exercise.
- Attended opening of Cust Recycling Centre.
- Attended Cust Community Centre meeting looking at issues with fire alarm and rain water. Patronage was being lost to other halls.

11.4 D Gordon

- Attended Garrymere public meeting.
- Volunteered at Winter Festival - it was a great event in poor weather.
- Attended Community Service Awards.
- Attended Waitaha Primary Health meeting and commented on challenges faced by CDHB.
- Attended WHAG meeting and assisted with access of North Canterbury Shuttle to Christchurch hospital.
- Attended Cust Community Centre meeting, the centre was overdue for refurbishment.
- Attended Lights Working Group meeting.

11.5 K Barnett

- Attended a number of events previously noted.
- Public Arts Advisory Group was finally being established.
- Provided an update on well – a full report had been provided on manganese which was being diluted.
- Highlighted submissions were open to the Productivity Commission funding and financing review for local government.

11.6 P Williams

- Attended a number of events previously noted.
- Commended organisers on the Winter Festival.
- Concerned there were still issues with lights on Rangiora High Street.

11.7 C Prickett

- Attended LGNZ Zone 5 Community Board meeting. Noted reports from Tim Davies (Chief Scientist, ECan), School Strike for Climate NZ and AF8 project. The current chair was retiring.

11.8 G Miller

- Believed the bin rollout was working well but was concerned about how landlords were addressing new system.
- Attended Rangiora Town Centre Stakeholders meeting and noted there would be public consultation soon.

11.9 S Lewis

- Attended Kaiapoi Art Show opening. Appreciated the section for school children.
- Attended opening of Cust Recycling Centre.
- Continue to mentor learner drivers.
- Volunteered for Winter Festival for entire day.
- Noted opening of North Loburn School bike track 21 August.

11.10 J Hoult

- Provided an update on North Canterbury Neighbourhood Support (NCNS) noting a new constitution had been adopted and there had been a nationwide rebranding release. All Canterbury branches were signed into GetsReady. The local committee were hosting community picnics with six events scheduled. NCNS had assisted with the disaster simulation exercise in Oxford. Noted that Selwyn, Christchurch and NCNS all received Council funding.
- Timebank – first AGM had 28 attendees and a new committee elected. There were 43 active members. They were moving out to the wider district.
- Was now involved in the learner drivers mentoring programme.

11.11 M Clarke

- Attended Rangiora Town Centre Stakeholders meeting.
- Attended Waimakariri Health Advisory Group meeting who was advocating for better access for North Canterbury Shuttle to Christchurch Hospital and for a lounge for those discharged.
- Attended Friendship Club.

12 CONSULTATION PROJECTS

Proposed Plan Change 7 to the Land and Water Regional Plan (Environment Canterbury)

Consultation closes 13 September 2019.

<https://www.ecan.govt.nz/your-region/plans-strategies-and-bylaws/canterbury-land-and-water-regional-plan/change-7/>

The Board noted the consultation.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant

Balance as at 2 July 2019: \$9,630.

13.2 General Landscaping Fund

Balance as at 2 July 2019: \$24,860.

14 MEDIA ITEMS

There were no media items.

15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved J Gerard seconded G Miller

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

CARRIED

The general subject of the matter to be considered while the public was excluded, the reason for passing this resolution in relation to the 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:

Item N°	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
15.1	Simon Hart (Business & Centres Manager) & Rob Hawthorne (Property Manager)	Strategic Property.	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was 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:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
15.1	To carry out commercial activities without prejudice.	A2(b)ii

CLOSE MEETING

The public excluded section of the meeting occurred from 8.33pm until 8.51pm.

16 QUESTIONS UNDER STANDING ORDERS

There were no questions to under the Standing Orders.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no General Business under the Standing Orders.

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 11 September 2019 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.52pm.

CONFIRMED

Chairperson

Date

Workshop

- *Tuahiwi to Ashley River Speed Limit Review – Bill Rice (Senior Transport Engineer)*
- *Landscaping Budget – Grant Stephens (Greenspace Community Engagement Officer)*
- *West & East Structure Plans – Heike Downie (Principal Planning Analyst) - Memo (Trim 190725104400) previously circulated.*
- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: WAT-05-19-07-02 / 190828120309


REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 11 September 2019


FROM: Colin Roxburgh, Water Asset Manager

SUBJECT: Request for Approval to Proceed with Consultation on Poyntzs Road Joining with West Eyreton and Summerhill Water Supplies

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



Department Manager



Chief Executive

1. SUMMARY

- 1.1. This report is to seek the Rangiora-Ashley Community Board's endorsement to consult with the Poyntzs Road, West Eyreton and Summerhill communities on the project to upgrade the Poyntzs Road water supply by joining with the West Eyreton water supply.
- 1.2. The Poyntzs Road scheme is currently supplied by a single well that does not comply with the protozoal requirements of the Drinking-water Standards for New Zealand (DWSNZ). The Council is bound by the Health (Drinking-water) Amendment Act to ensure that the scheme meets the standards.

West Eyreton and Summerhill Water Supply Advisory Group Consultation

- 1.3. Meetings and workshops have been held with the West Eyreton and Summerhill Water Supply Advisory Groups in 2017 and 2018 on this project. The key points raised are as follows:
- Concerns were raised around the overall capacity of the West Eyreton source to provide an adequate supply to all three schemes. Staff have since provided evidence to demonstrate that there will be sufficient source capacity for this to occur over the next 50 year horizon.
 - The groups strongly advocated for a financial contribution to be made from the Poyntzs Road scheme to the West Eyreton and Summerhill schemes as a condition of joining and sharing the infrastructure at the source. Funding options have been derived to ensure that options involving this contribution are included within the consultation material for consideration by the respective communities.

Implication of Council Review of Funding for UV Upgrades to Poyntzs Road Scheme

- 1.4. As part of consultation on the Draft 2019-20 Annual Plan, Council considered alternative ways of funding ultra-violet (UV) treatment upgrades across the district. This was in acknowledgement of the difficulty in providing safe and affordable water to small supplies, such as the Poyntzs Road scheme.
- 1.5. An option was approved in which the costs of UV treatment upgrade costs were aggregated into a single rate across the district's public water supplies. In the case of

Poyntzs Road, the project to join with West Eyreton is proposed as an alternative to UV treatment at the Poyntzs Road site rather than being a project to install UV treatment. The reason that joining the Poyntzs Road scheme to the West Eyreton scheme is considered a preferable alternative to installing UV treatment at Poyntzs Road is that while UV treatment would achieve protozoal compliance, it would not provide treatment for rising nitrates on the scheme which are at risk of exceeding the maximum acceptable value (MAV) in the future if not addressed.

- 1.6. Therefore, it was resolved that the District Wide UV rate will fund 50% of the Poyntzs Road upgrade project, with the Poyntzs Road community funding the rest (refer to report 190426060012 on the adoption of the UV rate).
- 1.7. The result of this decision is that while the cost of the upgrade to the Poyntzs Road scheme is still significant, it is not as cost prohibitive as it would have been without this contribution.

Funding Options for Consultation

- 1.8. Following the determination of the optimum upgrade option, the consultation with the West Eyreton and Summerhill Water Supply Advisory Groups, and the Council's UV treatment funding decision, there is now the required level of certainty to carry out consultation with the affected communities.
- 1.9. It is proposed that the communities be consulted on how the project should be funded, with three options presented for consideration:

Table 1: Poyntzs Road Funding Options

Funding Option	Description of Share of Costs	Rating Impact
A	Poyntzs Road scheme cover full cost of upgrade, but no contribution towards West Eyreton or Summerhill.	<ul style="list-style-type: none"> • Significant increase to Poyntzs Road rates. • No change to West Eyreton or Summerhill rates.
B	Poyntzs Road scheme cover full cost of upgrade, plus make contribution towards new backup well at West Eyreton	<ul style="list-style-type: none"> • Greater increase to Poyntzs Road than Option A. • Moderate decrease in rates to West Eyreton and Summerhill.
C	Poyntzs Road scheme cover full cost of upgrade, plus make contribution towards new backup well at West Eyreton and to existing headworks infrastructure at West Eyreton.	<ul style="list-style-type: none"> • Greater increase to Poyntzs Road than Option A and Option B. • Greater decrease in rates to West Eyreton and Summerhill than Option B, but still moderate.

- 1.10. Draft consultation material is attached detailing how it is proposed that this information be communicated to residents on the three affected schemes. It is proposed that the consultation material be distributed, a public meeting held, then the results of consultation collated and reported back to the Oxford-Ohoka and Rangiora-Ashley Community Boards and Council for a final decision on the way forward for the project.

Attachments:

- i. Draft Consultation Material (190820116632)
- ii. Memo Presented to West Eyreton and Summerhill Water Supply Advisory Groups in November 2018 (181023123561).

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee recommends:

THAT the incoming Council:

- (a) **Receives** report No. 190828120309.
- (b) **Notes** that an upgrade to the Poyntzs Road scheme is required to achieve compliance with the Drinking-water Standards for New Zealand.
- (c) **Notes** that the optimum way to achieve this upgrade is by installation of a pipeline from West Eyreton the Poyntzs Road, and that the optimum pipe route has been determined to be the Main Race Road alignment, following previous consultation with residents on two potential pipe routes.
- (d) **Notes** that three funding options have been identified for consideration by the communities for the upgrade, following consultation with the West Eyreton and Summerhill Water Supply Advisory Groups.
- (e) **Approves** staff to consult with the affected communities on the proposal and funding options identified, based on the draft consultation material attached, noting that the consultation material is currently in draft format and will be refined prior to distribution to residents.
- (f) **Notes** that an identical report has been presented to the Oxford-Ohoka Community Board at their September meeting.

3. **BACKGROUND**

- 3.1. The Poyntzs Road scheme is currently supplied by a single well that does not comply with the protozoal requirements of the Drinking-water Standards for New Zealand (DWSNZ). The Council is bound by the Health (Drinking-water) Amendment Act to ensure that the scheme meets the standards.

Determination of Optimum Upgrade Option and Pipe Route

- 3.2. In September 2017 Council endorsed the option of joining the Poyntzs Road scheme with the West Eyreton scheme as the preferred upgrade option. Alternative options that were considered but ruled out were:
 - **Drilling a new deep well to find secure groundwater:** The likelihood of striking high quality secure groundwater in the area were deemed to be low, and this would likely require further treatment following new drinking-water standards coming into effect (therefore adding cost to this option and reducing its benefits).
 - **Treating the existing source:** Treatment for protozoa is feasible by way of ultra-violet (UV) treatment potentially preceded by filtration. However, the nitrate levels on the Poyntzs Road scheme are at approximately 80 – 90% of the maximum acceptable value (MAV) and these cannot economically be treated for. Also, this option would mean that the scheme would still rely on a single source with no backup which has a risk of a future loss of supply.
 - **Connecting to the Oxford Urban scheme:** This would be physically feasible, however there is some limitations on source capacity at the Domain Road source, and the distance is greater than to the distance to connect to West Eyreton.

Therefore, this option would have additional cost over the option of connecting to West Eyreton, with no additional benefit.

- 3.3. While the option of joining Poyntzs Road to West Eyreton and Summerhill was endorsed as the preferred strategy, there were two potential pipe routes that could be followed to make this connection. Council therefore endorsed staff consulting with residents along both potential pipe routes to connect Poyntzs Road to West Eyreton to determine the level of interest in connecting the schemes, which is a factor in determining the optimum route for the new pipe (refer report 170816088611).
- 3.4. The two potential routes, and results of the community consultation along both pipe routes is included below:



Figure 1: Potential Pipe Routes for Connection of Poyntzs Road to West Eyreton (exact point at which schemes will join is subject to hydraulic modelling being finalised)

- 3.5. Table 2 summarises the results of the initial stage of consultation:

Table 2: Responses to Consultation on Pipe Route

Item	Number
Number of letters dispatched to properties along potential alignments	301
Number of responses to letters	67
South Eyre Road Route:	
Number of properties wishing to connect immediately	2
Number of Properties considering connecting within 10 years	9
Main Race Road Route:	
Number of properties wishing to connect immediately (including potential five lot sub-division)	9
Number of Properties considering connecting within 10 years	5

- 3.6. Two properties in close proximity to the existing West Eyreton reticulation network identified that they might be interested in connecting within the next 10 years. These properties have been excluded from route analysis in Table 2, because the ability of these properties to connect is not dependent upon the new pipeline being installed.

- 3.7. The Main Race Road route has a greater number of immediate connections, with fewer interested in connecting within the next 10 years. The immediate benefit of this option is significantly greater than the South Eyre Road route because the projected number of new connections would provide more properties to share the cost of the project.
- 3.8. The South Eyre Road route has fewer total connections within 10 years and a significant proportion of these are not immediate connections, which potentially may not connect. Two of the nine properties considering connecting within 10 years are relatively close to either the Poyntzs Road or West Eyreton Schemes. Therefore, it might be viable to connect these properties by laying rider mains in the berm at a later date regardless of which pipe route is selected.
- 3.9. One of the immediate connections within the South Eyre Road route is roughly midway between the two routes and would require additional pipe or alterations to alignments. Subject to cost, this might be accommodated by either option.
- 3.10. Following this process, with the length of pipe similar along both routes, the Main Race Road route was determined to be the optimum route for the new pipe, due to a higher level of interest in residents wishing to connect.

West Eyreton and Summerhill Water Supply Advisory Group Consultation

- 3.11. Meetings and workshops have been held with the West Eyreton and Summerhill Water Supply Advisory Groups in 2017 and 2018 on this project. The key points raised by the groups through this process, and the way that these were addressed are as follows:
- Concerns were raised around the overall capacity of the West Eyreton source to provide an adequate supply to all three schemes. Staff have since provided evidence to demonstrate that there will be sufficient source capacity for this to occur.
 - The groups strongly advocated for a financial contribution to be made from the Poyntzs Road scheme to the West Eyreton and Summerhill schemes as a condition of joining and sharing the infrastructure at the source. Funding options have been derived to ensure that options involving this contribution are included within the consultation material for consideration by the respective communities.

Implication of Council Review of Funding for UV Upgrades to Poyntzs Road Scheme

- 3.12. As part of consultation on the Draft 2019-20 Annual Plan, Council considered alternative ways of funding ultra-violet (UV) treatment upgrades across the district. This was in acknowledgement of the difficulty in providing safe and affordable water to small supplies, such as the Poyntzs Road scheme.
- 3.13. An option was approved in which the costs of UV treatment upgrade costs were aggregated into a single rate across the district's public water supplies. In the case of Poyntzs Road, the project to join with West Eyreton is proposed as an alternative to UV treatment at the Poyntzs Road site rather than being a project to install UV treatment. The reason that joining the Poyntzs Road scheme to the West Eyreton scheme is considered a preferable alternative to installing UV treatment at Poyntzs Road is that while UV treatment would achieve protozoal compliance, it would not provide treatment for rising nitrates on the scheme which are at risk of exceeding the maximum acceptable value (MAV) in the future if not addressed. Nitrates are cost prohibitive to treat at the scale required for a public water supply.

- 3.14. Therefore, it was resolved that the District Wide UV rate will fund 50% of the Poyntz Road upgrade project, with the Poyntz Road community funding the rest (refer to report 190426060012 on the adoption of the UV rate).
- 3.15. The result of this decision is that while the cost of the upgrade to the Poyntz Road scheme is still significant, it is not as cost prohibitive as it would have been without this contribution.

4. ISSUES AND OPTIONS

- 4.1. Following the determination of the optimum upgrade option, the consultation with the West Eyreton and Summerhill Water Supply Advisory Groups, and the Council's UV funding decision, the next step is to consult with the affected communities on how to fund the upgrade.
- 4.2. In the past schemes joining have been funded through a variety of different models, depending on each situation. Some recent examples are listed below:

Table 3: Summary of Cost Sharing Models Used Historically

Schemes Joining	Financially Joined (costs merged into one account)	Key Notes
Summerhill joining with West Eyreton	No	Summerhill paid for all new infrastructure and contribution made from Summerhill to West Eyreton towards existing infrastructure.
Pines-Kairaki joining with Kaiapoi	Yes	The pipe to join the schemes was funded through an earthquake budget (to replace a damaged well) so no capital cost to scheme budgets.
Oxford Rural No.2 joining with Oxford Urban	No	Oxford Rural No.2 funded all new infrastructure required solely to accommodate it joining (new pumpstations), while the cost of a second well was shared as it had a dual benefit.
Fernside joining with Mandeville	Yes	Fernside paid the capital cost of the connection as an extra-over to their rate for the new joined scheme.
Woodend joining with Pegasus	Yes	The schemes were financially joined and all costs shared.

- 4.3. In deriving funding models for the joining of the schemes, the history of Summerhill and West Eyreton needs to be taken into account as the most relevant scenario. For this reason options that involved financially joining the schemes were not considered, as this would essentially mean West Eyreton and Summerhill helping to fund the project, which is not consistent to how Summerhill funded their joining with West Eyreton.
- 4.4. Three funding options have been derived for consideration to ensure that under all scenarios existing scheme members on West Eyreton and Summerhill are no worse off than if the project were not to occur, and under two of the three options members of these schemes would be marginally better off.
- 4.5. In particular, Option C was put forward by the West Eyreton and Summerhill Water Supply Advisory Groups to be more consistent with the model used when the Summerhill scheme joined with West Eyreton with a financial contribution being made from Summerhill towards West Eyreton at the time of connecting.

Table 4: Funding Options Table

Funding Option	Description of Share of Costs	Rating Impact
A	Poyntzs Road scheme cover full cost of upgrade, but no contribution towards West Eyreton or Summerhill.	<ul style="list-style-type: none"> Significant increase to Poyntzs Road rates. No change to West Eyreton or Summerhill rates.
B	Poyntzs Road scheme cover full cost of upgrade, plus make contribution towards new backup well at West Eyreton	<ul style="list-style-type: none"> Greater increase to Poyntzs Road than Option A. Moderate decrease in rates to West Eyreton and Summerhill.
C	Poyntzs Road scheme cover full cost of upgrade, plus make contribution towards new backup well at West Eyreton and to remaining headworks infrastructure at West Eyreton.	<ul style="list-style-type: none"> Greater increase to Poyntzs Road than Option A and Option B. Greater decrease in rates to West Eyreton and Summerhill than Option B, but still moderate.

- 4.6. Draft consultation material is attached detailing how it is proposed that this information be communicated to residents on the three affected schemes.
- 4.7. It is proposed that the consultation material be distributed, a public meeting held (or potentially separate public meetings for the Poyntzs Road scheme members relative to the West Eyreton and Summerhill scheme members), then the results of consultation collated and reported back to the Community Boards and Council for a final decision on the way forward for the project.
- 4.8. Given the proposed timeframes, the upcoming election needs to be considered in terms of the overall project timing. The following timetable is proposed for the consultation stage of the project through to receiving Council approval to proceed.

Table 5: Proposed Project Timeframe

Stage	Date
West Eyreton and Summerhill Advisory Groups Meeting	28 August 2019
Request OOCB Approval to Consult	5 September 2019
Request RACB Approval to Consult	11 September 2019
Request U&R Make Recommendation to Incoming Council to Consult	24 September 2019
Election	12 October 2019
Report from U&R Referred to incoming Council to give Approval to Consult	November 2019
Distribute Consultation Material to Scheme Members	Mid November 2019
Hold Public Meeting or Meetings	Date to be confirmed during consultation period
Period to Make Submissions Ends	Mid December 2019
Report back to Advisory Groups	January 2020
Report back to OOCB and RACB following consultation	February 2020
Report to Council to Request Adopt Funding Option and Proceed with Construction	March 2020

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

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

The West Eyreton and Summerhill Water Supply Advisory Groups have been consulted leading up to this stage.

A letter has been sent to the Poyntz Road scheme members in 2018 informing them that a source upgrade project is required and that Council would be in touch with them to consult in detail on the project at a later stage.

5.2. Wider Community

The proposal for engaging with the wider community is explained in the Issues and Options section, and the draft consultation material attached to this report.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

There is a total budget currently allowed of \$840,000 which is currently split 50/50 between the Poyntz Road scheme, and the District Wide UV cost centres.

Changes in rates as a result of this project depend on which funding option is adopted. The potential changes are summarised in the figure below:

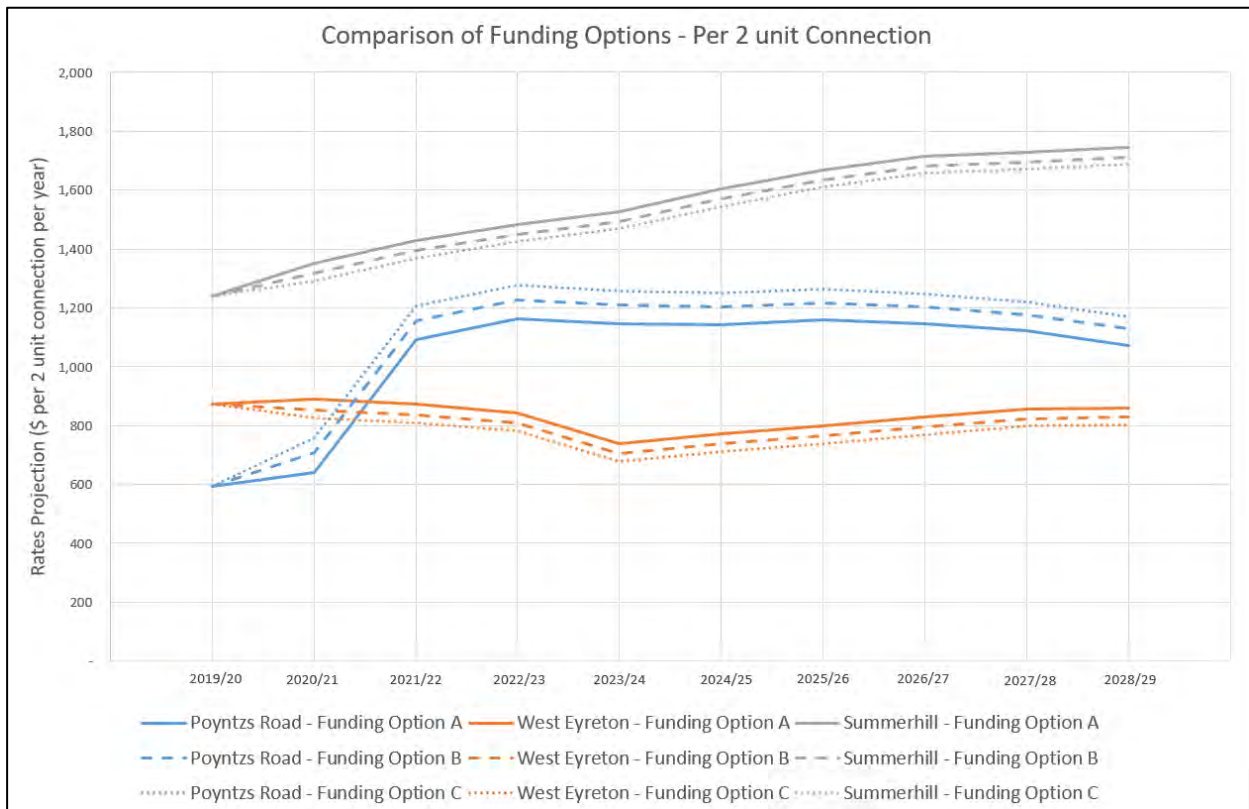


Figure 2: Rating Implication of Project Depending on Funding Option

6.2. Community Implications

The key benefit of this project is to improve the quality and safety of the water supplied to the Poyntz Road scheme members.

This project will increase the rates to the Poyntz Road scheme members, but offers the opportunity of modest rate reductions for the West Eyreton and Summerhill scheme members, depending on which funding option is adopted.

6.3. Risk Management

The Poyntz Road scheme currently does not comply with the protozoal requirements of the Drinking-water Standards for New Zealand (DWSNZ), and as such is deemed to present an unacceptable level of risk, which is to be addressed by this project.

While the scheme is compliant with the chemical requirements of the DWSNZ currently, the increasing nitrate levels mean that there is a risk that the scheme may not comply with these requirements in the future if the current source is retained. The proposed solution of joining with West Eyreton will address this risk.

As has been experienced with Garrymere recently, and as was experienced when Summerhill joined to West Eyreton, consultation on matters such as this can be complex, and can incur delays to the overall project if there are questions of affordability or equity. This risk has been attempted to be mitigated by the prior work being carried out with the West Eyreton and Summerhill advisory groups prior to engaging with the wider community.

The affordability issue has been improved by the new UV rating system, however not eliminated entirely. The project still results in a substantial rating increase to Poyntz Road scheme members. This is because the project is proposed to be partially funded by the new shared rate, and partially funded by existing scheme members, rather than being completely funded by the new UV treatment rate.

6.4. Health and Safety

This project aims to address the health and safety risk associated with the current Poyntz Road source that does not meet the DWSNZ.

7. CONTEXT

7.1. Policy

This matter does not strictly meet the requirements to be considered a matter of significance in terms of the Council's Significance and Engagement Policy due to the relatively low number of residents affected. However, the consultation exercise proposed will be similar to the requirements for a Special Consultative Procedure.

7.2. Legislation

The Health (Drinking-water) Amendment Act is relevant in this matter. The Council is legislatively required to comply with the Drinking-water Standards, and this project presents a way to achieve this.

7.3. Community Outcomes

The following community outcomes are relevant in this matter:

- *There are wide ranging opportunities for people to contribute to decision making that effects our district.*
- *Core utility services are provided in a timely and sustainable manner.*

7.4. Delegations

This matter is within the board's delegated authority to consider and provide a recommendation to either the Council or the Utilities and Roading Committee on.



POYNTZS ROAD WATER SUPPLY SOURCE UPGRADE

PROPOSAL TO JOIN WITH WEST EYRETON AND SUMMERHILL SCHEMES

The Poyntzs Road water supply requires an upgrade to comply with the Drinking-water Standards for New Zealand (DWSNZ).

Following an options assessment, it has been identified that the best way to upgrade the scheme is to join it with the West Eyreton supply, which currently supplies water to the West Eyreton and Summerhill communities.

The Council is considering the best way to fund this upgrade and would like to hear your views.

Three funding options have been identified. Information on the project background and the funding options being considered has been included within this information pamphlet to allow you to make an informed submission.

There will be a public meeting to provide an opportunity to talk to staff, elected members, and the relevant advisory groups in more detail, and for the Council to answer any questions you may have.

Location: West Eyreton Community Hall

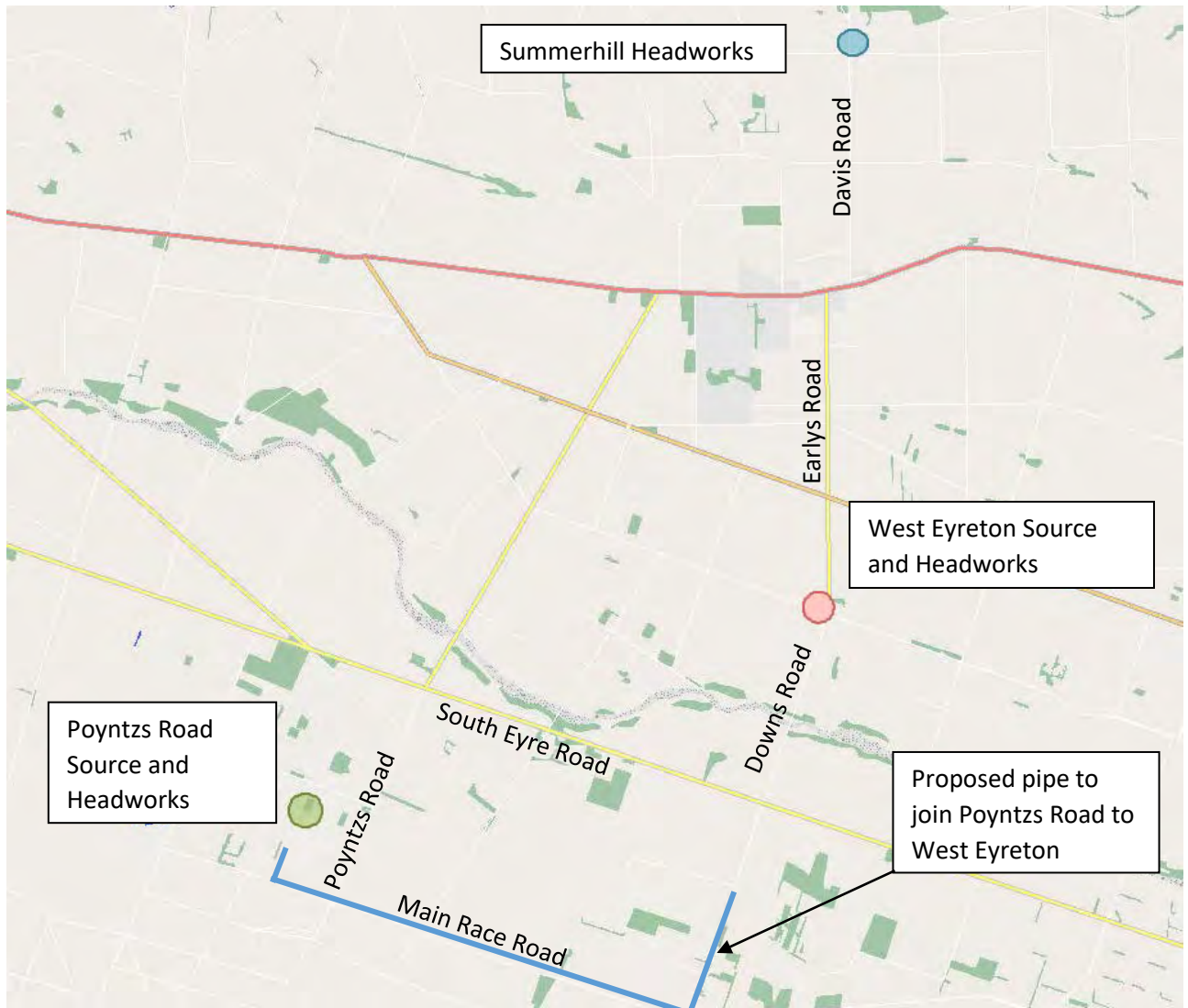
Date / Time: 7:30pm, DATE

Introduction

The Poyntzs Road water supply serves about 80 properties. Its source currently consists of a shallow well which is treated with chlorine disinfection prior to distribution to residents. While chlorine is effective at treating bacteria, it does not provide sufficient treatment against protozoa (such as giardia and cryptosporidium). For this reason an upgrade is required in order for it to be compliant with the Drinking-water Standards for New Zealand (DWSNZ).

There are two high quality and secure wells at the West Eyreton water supply headworks. These wells supply water to about 70 properties on the West Eyreton scheme, and a further 170 properties on the Summerhill scheme. The first of these deep wells was drilled in 2005, and the second completed in 2019.

It is proposed that the Poyntzs Road scheme be upgraded by joining with the West Eyreton supply. The map below gives an overview of the three schemes, and outlines the proposed new pipe route.



Why is an Upgrade Needed?

Under the Drinking-water Standards all suppliers must demonstrate compliance with the bacterial, protozoal and chemical requirements to ensure the safety of each supply. Over the last 10 years Council has been working through a series of upgrades from its largest to smallest schemes.

As the Poyntzs Road scheme does not provide treatment for protozoa, the Council is obliged under the Health Act to carry out an upgrade.

Options Assessment

An options assessment has been carried out in which a number of options were considered in order to determine the best way to complete the upgrade:

Option	Description & Cost	Issues / Benefits
Drilling a new deep secure well and connect to existing scheme	Drill new deep well to find secure groundwater near existing source, so that no treatment is required	<ul style="list-style-type: none"> No evidence of existing deep wells in close vicinity found. Therefore, high risk that well could be drilled without finding sufficient source of water. Likelihood that in future standards treatment will be mandatory (so future additional costs likely under this option).
	Estimated cost = \$730,000* <i>*if well successful, and excluding future UV treatment costs if standards change.</i>	
Treatment of Existing Source	Filtration and UV could be installed at the existing headworks to achieve protozoal compliance. Additional treatment (ion exchange or reverse osmosis) would likely be required for nitrate removal.	<ul style="list-style-type: none"> Filtration and UV would be successful at achieving protozoal compliance. Nitrate levels on the scheme have increased and will be at risk of exceeding the maximum allowable value going forward. The cost to treat nitrates is very high, and would make this option cost prohibitive. The scheme would have no backup source, and consideration would be required to drilling a second well under this option in the long term.
	Estimated cost > \$1.0M, plus high annual operating costs.	
Connect to Oxford Urban Scheme	A 12.5 km pipeline could be installed to join the Poyntzs Road scheme to the Oxford Urban scheme.	<ul style="list-style-type: none"> The length of pipeline to connect the schemes would make this option cost prohibitive relative to the connection to West Eyreton. Limited source capacity at Domain Road, may trigger another well.
	Estimated cost \$2.6M.	
Connect to West Eyreton scheme	An 8.8 km pipeline could be installed and a small booster pump station constructed to join to the West Eyreton scheme.	<ul style="list-style-type: none"> There is sufficient high quality source capacity to serve all three schemes (Poyntzs Road, West Eyreton and Summerhill), taking into account 50 years' of projected growth.
	Estimated cost \$850,000	

Following the above options assessment, the option of connecting to the West Eyreton scheme was adopted by Council as the preferred upgrade option.

Summerhill and West Eyreton Background

The Summerhill and West Eyreton schemes have been through a similar process in the past, after it was identified that the Summerhill scheme required upgrading. This led to the Summerhill scheme joining with the West Eyreton scheme in 2012.

A number of funding options were considered for this project. Ultimately it was agreed that the schemes would remain financially separate (i.e. there still be separate rates for Summerhill and West Eyreton), but that Summerhill would make a financial contribution towards the West Eyreton scheme to reflect the infrastructure they would be sharing at the West Eyreton Headworks.

Funding Options

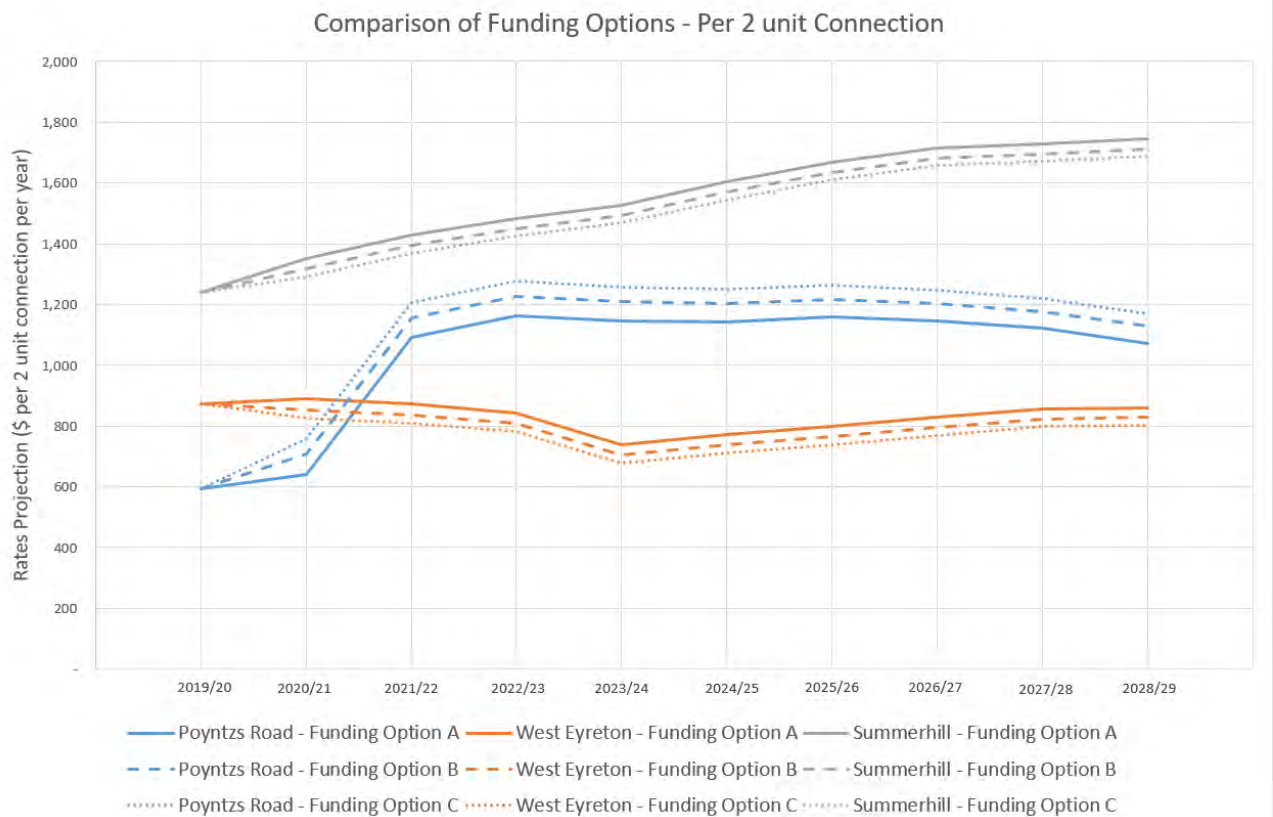
A key part of this project is determining how the work should be funded, and how this will affect rates on the various schemes.

Three funding options have been identified for consideration.

Funding Option Description	Rating Impact Description
<p>Funding Option A</p> <ul style="list-style-type: none"> • Poyntzs Road and District UV Rate fund costs associated with the joining of the schemes (\$850,000) • No financial contribution from Poyntzs Road towards the West Eyreton or Summerhill schemes (\$0) 	<p>This option would result in:</p> <ul style="list-style-type: none"> • Poyntzs Road scheme members would see an increase in rates as a result of paying for the new pipeline and pumpstation. • There would be no change to the West Eyreton or Summerhill rates as a result of the project.
<p>Funding Option B</p> <ul style="list-style-type: none"> • Poyntzs Road and District UV Rate fund costs associated with the joining of the schemes (\$850,000) • Financial contribution from Poyntzs Road for proportional share of second well cost at West Eyreton (\$112,000) 	<p>This option would result in:</p> <ul style="list-style-type: none"> • The increase in rates to Poyntzs Road would be greater than under Option A • There would be a marginal decrease in rates to the West Eyreton and Summerhill scheme members, as a result of the financial contribution from Poyntzs Road.
<p>Funding Option C</p> <ul style="list-style-type: none"> • Poyntzs Road and District UV Rate fund costs associated with the joining of the schemes (\$850,000) • Financial contribution from Poyntzs Road for proportional share of second well cost at West Eyreton (\$112,000) • Financial contribution from Poyntzs Road for proportional share of costs for original headworks site (\$87,000) 	<p>This option would result in:</p> <ul style="list-style-type: none"> • The increase in rates to Poyntzs Road would be greater than under Option A and Option B • The decrease in West Eyreton and Summerhill rates would be marginally greater than under Option B, as a result of the financial contribution from Poyntzs Road.

**See following section for explanation of District UV Rate*

The graph below shows how the funding options considered will affect the rates on the three schemes. There are a number of different connection sizes among the schemes depending on individual circumstances. The graph presents annual rates for a 2-unit (2,000 litre per day) connection for comparative purposes. Graphs with the same relative difference have been attached for 4 unit and 19 unit connection sizes as examples for other common connection sizes.



Connection Sizes

The previous graph shows the rating projections for a standard 2-unit (2,000 litre per day) connection, however there are a number of different connection sizes across the schemes:

- West Eyreton has connection sizes ranging from 1-unit to 8-unit, with the most common size being on this scheme being 4-units.
- Summerhill has connection sizes ranging from 2-unit to 14-unit, with the most common connection size on this scheme being 2-unit.
- Poyntzs Road has connection sizes ranging from 2-unit to 19-unit, with the most common connection size on this scheme being 2-unit.

Poyntzs Road has the unique scenario however that 14 of the 79 Poyntzs Road properties have 19-unit connections. These connections are different to other connections on other schemes in that these were originally designed as 'semi-restricted' connections with a flow such that a tank and pump is not required, and these connections can be plumbed directly into the house plumbing. This is a legacy issue, with new connections to the scheme being 2-unit connections.

Some concerns of equity with these larger than normal connections were raised by the West Eyreton and Summerhill Water Supply Advisory Groups. The issue is that these properties have the ability to take a larger volume of water than other properties on the other schemes. Currently flow

data suggests that the additional allocation these 19-unit properties have is not being abused, with average per-property flow similar between the three schemes.

When this was discussed with the West Eyreton and Summerhill Water Supply Advisory Groups, it was agreed these unique connection types should not stop consultation on the overall project, but that these residents should be met with separately to find an agreeable and equitable way for these properties to join the larger scheme as part of the overall project.

All three schemes have a consistent “fixed-variable” rating model. Under this rating structure, 75% of each scheme’s costs are charged on a ‘per-connection’ basis, while 25% of scheme costs are charged on a ‘per-unit’ basis. Under this model, while rates increase with the number of units allocated, this is not an entirely linear relationship. To reflect these different connection sizes, additional rating impact graphs are attached to this document showing the rating impact for both 4-unit and 19-unit connection sizes, as well as the 2-unit graph which is included above.

Council UV Treatment Rate and Impact on Poyntzs Road Project

Following the Havelock North Drinking-water Contamination event in 2016, there was an inquiry into drinking-water in New Zealand. As a result of this inquiry it is expected that over the coming years, ultra-violet (UV) treatment will be required to be applied to all public drinking-water supplies across the district. Budgets to do this were introduced as part of Council’s 2018-28 Long Term Plan.

The Council acknowledged that these UV treatment costs could have a significant rating impact on some small schemes. To address this, a common UV treatment rate has been introduced in which all water supply ratepayers will be charged a uniform annual amount for UV treatment costs. This essentially means that the costs of UV treatment are shared across the district, rather than being targeted on a scheme by scheme basis. Generally this is beneficial to smaller schemes, by spreading costs across the district.

As the proposal of joining the Poyntzs Road scheme to the West Eyreton scheme is being done as an alternative to providing UV treatment at the Poyntzs Road source, the project qualified to be partially funded through the UV rate (based on a 50-50 cost share). This is reflected in the rating impact presented. If the UV treatment rate had not been adopted by the Council, the rating impact to the Poyntzs Road scheme would have been greater than what is currently presented.

West Eyreton and Summerhill Advisory Groups Recommendation

Prior to consulting with the three affected communities, the West Eyreton and Summerhill Water Supply Advisory Groups met to discuss the proposal with Council staff. It was resolved that the advisory groups support the proposal in principle, and support Funding Option C as their recommended funding option.

What Next?

The Council would like to hear your views on the information presented, and which funding option you prefer.

To help you make an informed submission, a public meeting will be held where staff will present information on the project, and residents will be given the opportunity to ask questions.

The consultation phase will consist of the following key events:

- Public consultation period opens **xxxxxx** with distribution of information to residents.
- A public meeting will be held on **xxxxx** at 7:30pm at the West Eyreton Community Hall.
- Submissions will close on **xxxxx**.
- The West Eyreton and Summerhill water supply advisory groups, the Rangiora-Ashley Community Board, and the Oxford Ohoka Community Board will consider the feedback received before making a recommendation to Council on how to proceed.
- The Council will consider all feedback and submissions, before making a final decision on the way forward for the project.

Following consultation, and once Council has made a decision, the project will move into the detailed design, tendering and construction phase. It is anticipated that all works will be completed by December 2020 (subject to agreement to funding approach being agreed and adopted by Council in early 2020).

We look forward to seeing you at the public meeting, and receiving your submission. Make sure your submission reaches us by **xxxxxx**.

Feedback form

Name: _____

Address: _____

Water scheme you are on (pick one):

Poyntzs Road

Summerhill

West Eyreton

Your feedback is important to us. We want to hear which funding option you prefer for the proposal to join the Poyntzs Road scheme to the West Eyreton scheme:

- I support Funding Option A (no contribution from Poyntzs Road to West Eyreton and Summerhill schemes).
- I support Funding Option B (contribution from Poyntzs Road towards second well at West Eyreton headworks)
- I support Funding Option C (contribution from Poyntzs Road towards second well at West Eyreton headworks and towards original headworks infrastructure)

Comments:

**ADD MORE COMMENTS ON REVERSE IF REQUIRED*

If you have any comments or questions regarding this proposal, come and see us at the Public meeting on **DATE**, or please contact:

Colin Roxburgh, Water Asset Manager

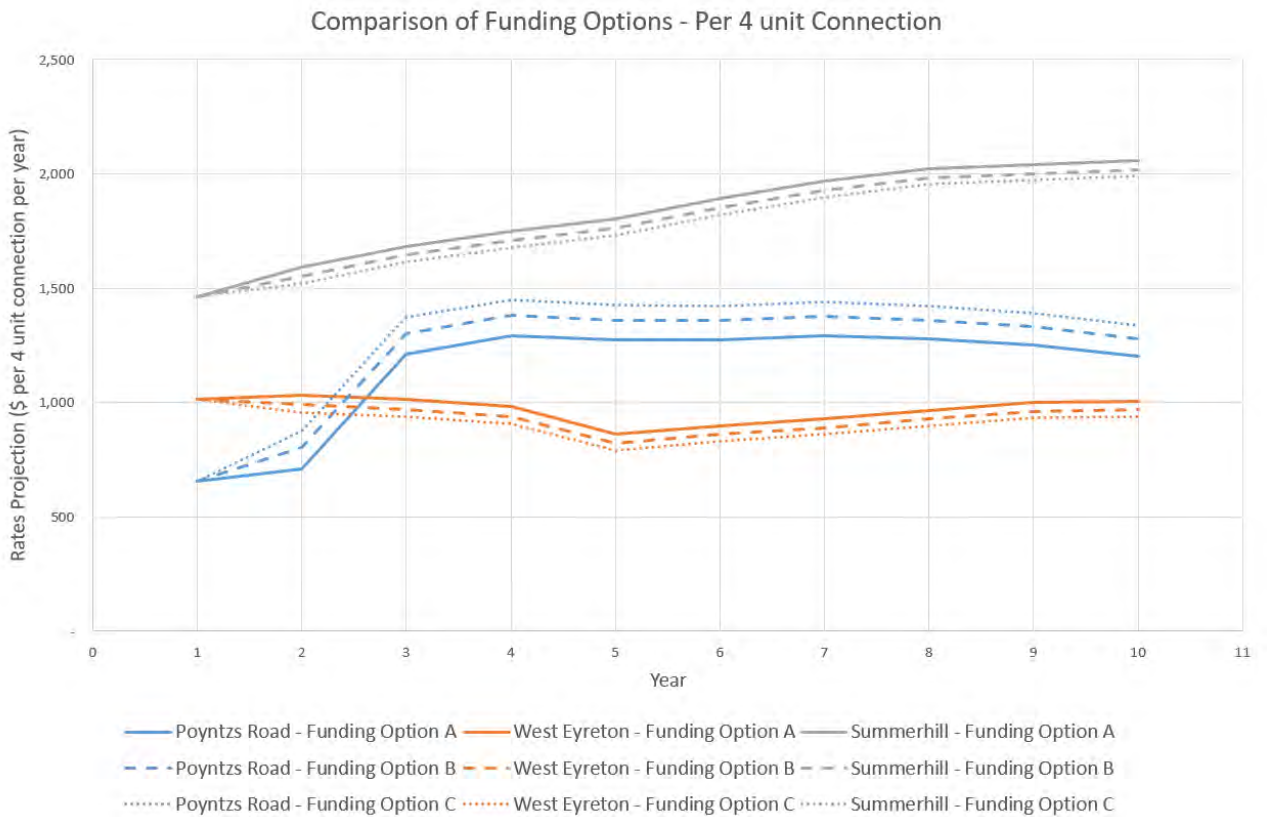
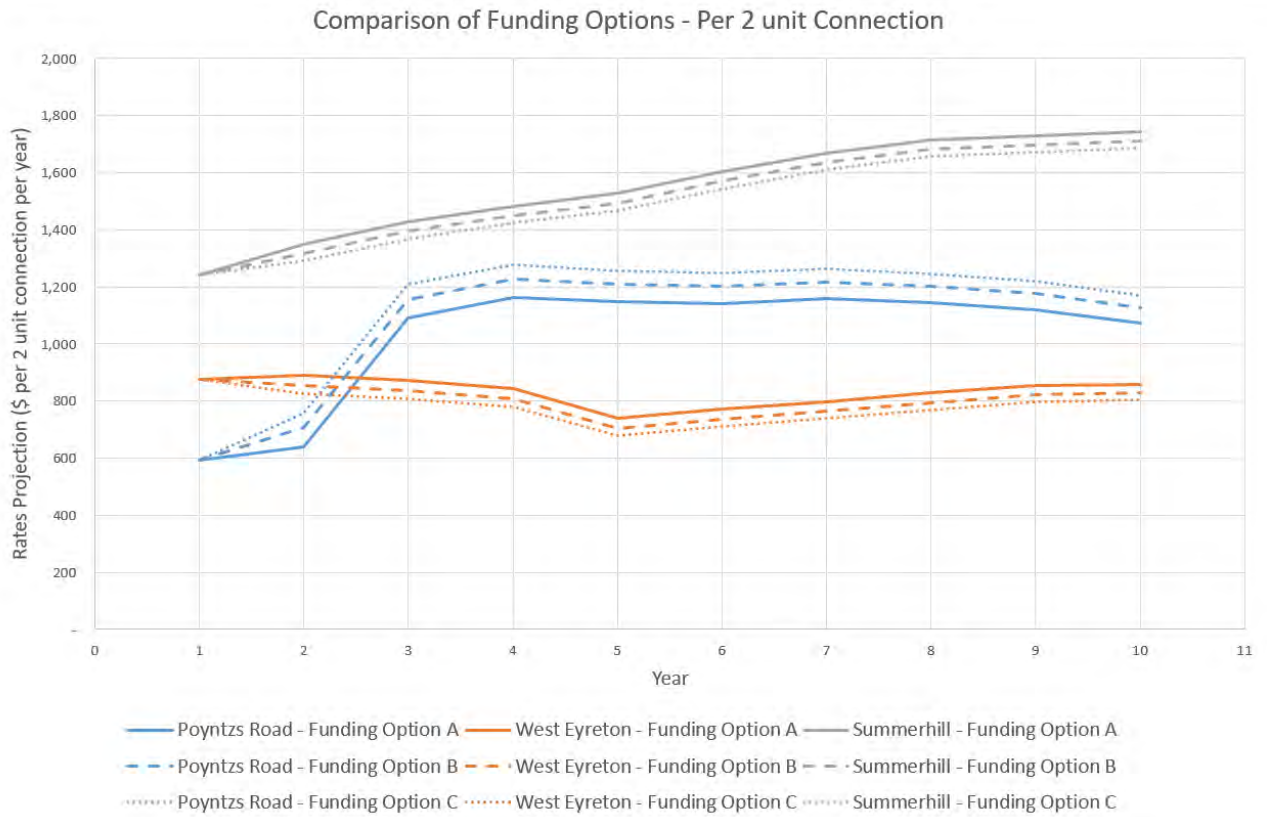
0800 965 468

colin.roxburgh@wmk.govt.nz

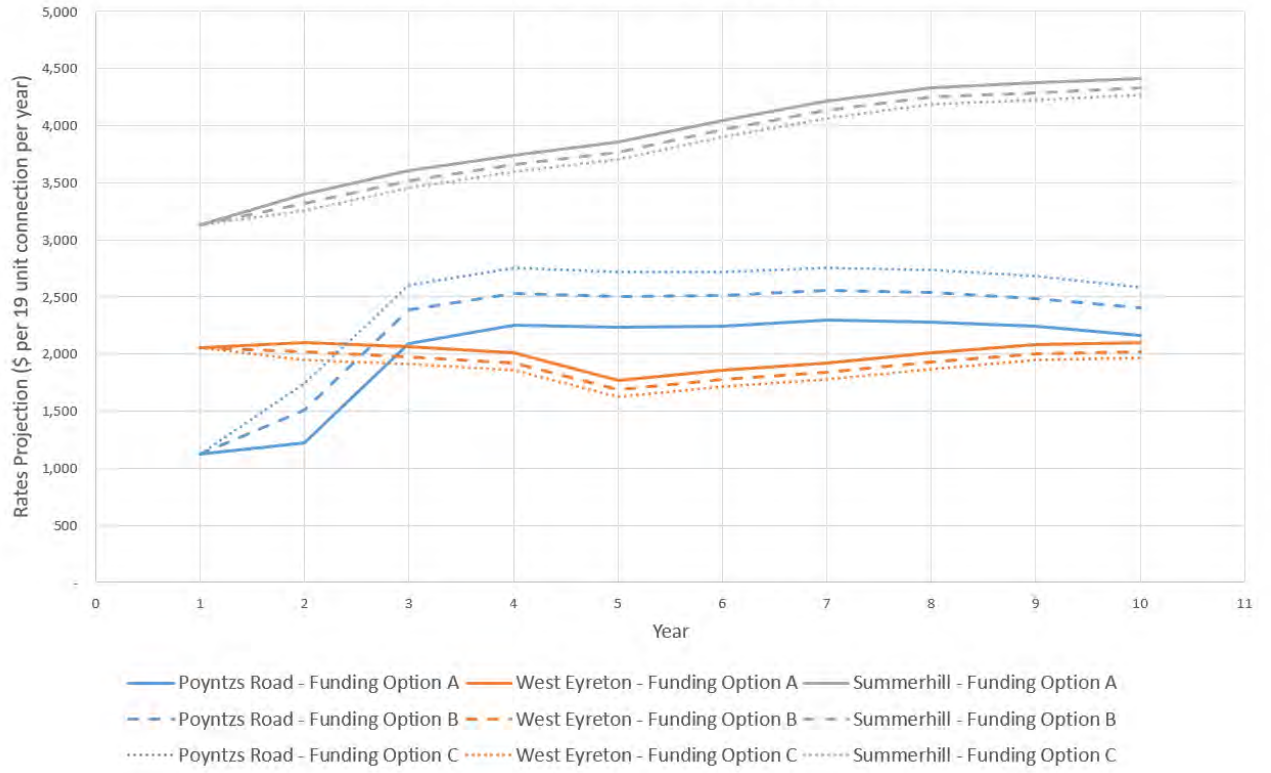
Please return this feedback from (no stamp required) back to us by **DATE**. You can also give us your feedback online at waimakariri.govt.nz/letstalk

Attachments:

Summary of rating impact depending on connection size:



Comparison of Funding Options - Per 19 unit Connection



Insert table showing cost estimate summary

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: WAT-05-19-07-02 / 181023123561

DATE: 26 October 2018

MEMO TO: West Eyreton and Summerhill Water Supply Advisory Groups

FROM: Colin Roxburgh, Water Asset Manager

SUBJECT: Questions from Water Advisory Group Meeting 07/02/18 with Council responses

At the meeting with the West Eyreton and Summerhill Water Supply Advisory Groups, held on 7 February 2018 at the Rangiora Service Centre, a number of queries were raised. This memorandum has been prepared to document responses to these queries to allow discussions with the groups to progress.

Although the discussion was primarily regarding the potential for Poyntzs Road scheme to physically join the West Eyreton and Summerhill schemes, initial queries related to system operation and the back-up well currently being constructed near the West Eyreton Headworks were also discussed.

1. High level description of existing water supply

The primary supply for the West Eyreton and Summerhill water supplies is a circa 100m deep well at West Eyreton headworks. The well pump in this well conveys water to two plastic tanks at the headworks, where chlorine is added before surface pumps convey water for West Eyreton into the distribution network and water for Summerhill to the Hunters Glen tanks, via the Davis Road pumping station. Council's chlorination strategy requires that all restricted schemes (where water is conveyed to private tanks within private property) use chlorine to provide residual disinfection.

Prior to the drilling of the deep well, water was sourced from a shallow well (circa 15m deep) which did not comply with Drinking Water Standards for New Zealand (DWSNZ). Following construction of the deep well the shallow well was retained for an emergency back-up only.

2. Second Deep Well

2.1. Description

A second deep well (circa 100m deep) has been drilled and consented at the headworks site, approximately 80m west of the original deep well. The intention of this well was primarily to provide redundancy such that if there are any issues with either of the deep sources the other can be used rather than relying on the shallow well to provide backup. The well head is to be constructed in November, and it is expected that this well will come online either later November or early December.

2.2. Capacity

The capacity of the two deep wells is summarised below. The capacity has been split into the capacity of the well (based on the aquifer parameters and the size of pump that could be installed within the well casing), the capacity of the existing well pump, and the resource consent limit.

Table 1: Well capacity summary

Site	Well Capacity	Current Pump Capacity	Resource Consent Limit*		Notes
			Inst.	Volume	
Original Deep Well (M35/9566) 200mm diameter	23 L/s ³	15 L/s	25 L/s	- 15,120m ³ per 7 days (25 L/s) - 311,040m ³ per 150 days (24 L/s)	This well is limited by the size of the pump that can fit within the 200mm diameter casing (23 L/s)
New Deep Well (BW23/0480) 300mm diameter	> 40 L/s ²	27 L/s	37 L/s	- 445,000m ³ per year (14 L/s)	This well capacity is limited by the amount that could be justified in the resource consent application, taking into account effects on neighbouring well owners (37 L/s).

1. refer consent CRC186214 for consent conditions.

2. this is the maximum flow rate that this well was tested to, but it may have been able to produce a higher yield with a larger test pump.

3. if pump size increased to SP77-7 26kW (diameter 186mm which would fit in 200mm casing)

2.3. Costs

The budget set to provide the backup well was \$590,000. All costs for the project have now been confirmed, with the total costs summarised below:

Table 2: Summary of Actual Costs for West Eyreton Second Deep Well

Item	Costs
Well drilling and development	\$ 112,400
Resource consent	\$ 11,500
Well head construction	\$ 93,800
Electrical	\$ 72,900
Pipe connection	\$ 34,000
Site works (entranceway / fencing)	\$ 25,300
Professional fees	\$ 51,600
Total Actual Costs	\$ 401,500
Total Budget	\$ 590,000

The split of costs between schemes is summarised below. The split of costs was originally split approximately 33% West Eyreton 67% Summerhill.

The question was raised by the advisory groups at the February 2018 meeting as to why it was not proposed that the Poyntz Road scheme pay a contribution towards the Summerhill and West Eyreton schemes to offset the recent investment in the new well. It was agreed that an option would be presented to show a potential contribution by the Poyntz Road scheme to this well.

Table 3: Cost sharing options for new well

	Second Deep Well Budget	Actual (current)	Actual Poyntzs contributes) (if	Connections
West Eyreton Share	\$ 190,000	\$ 132,500	\$100,400	72 (22%)
Summerhill Share	\$ 400,000	\$ 269,000	\$ 200,700	173 (53%)
Poyntzs Road Potential Share	\$ -		\$100,400	83 (25%)
Total	\$ 590,000	\$ 401,500	\$ 401,500	328

**cost split rounded to 25% West Eyreton, 50% Summerhill, 25% Poyntzs Road)*

3. **Funding Approach for Poyntzs Road Connection**

Based on the feedback received, 3 potential options have been derived to show the way in which the proposed combined scheme could be rated:

Option A: Poyntzs Road scheme covers all costs associated with the upgrade such that West Eyreton and Summerhill rates do not change as a result of Poyntzs Road joining. This will result in an increase in the Poyntzs Road rates, and no change in the West Eyreton or Summerhill rates relative to the schemes staying separate.

Option B: Poyntzs Road scheme covers all costs associated with the upgrade, plus pay a contribution to the new backup well. This would result in:

- An increase in Poyntzs Road rates over and above Option A
- Moderate reduction in West Eyreton and Summerhill rates relative to Option A (due to contribution received from Poyntzs Road).

The contribution to be made by Poyntzs Road towards West Eyreton and Summerhill under this option would be \$100,400 (as per Table 3).

Option C: Poyntzs Road scheme covers all costs associated with the upgrade, a contribution towards the new back-up well, and a contribution towards the existing headworks. This would result in:

- An increase in Poyntzs Road rates over and above Option A and Option B
- Moderate reduction in West Eyreton and Summerhill rates relative to Option A and Option B (due to increased contribution received from Poyntzs Road).

In 2009 Summerhill contributed \$141,000 for 137 connections to join the scheme. This sum was agreed by the two advisory groups based on Summerhill sharing the existing well, land, building and associated infrastructure at the West Eyreton headworks (refer 090429011832 for copy of agreement). In order to calculate the contribution for Poyntzs Road as per Option C, the same rate per property was assumed (\$1,030 per property contribution to give combined scheme contribution of \$86,500, over and above contribution for Option B).

These rating options are presented below. It is noted that projecting future rates carries some uncertainty, however the projections are suitable for demonstrating the relative impact of the various options considered.

Table 4: Projected Rating Impact of Funding Options

	Current Rates 2018/19	Future 2021/22 Rates (if no Poyntzs Road source upgrade)	Estimated Rates for Year 2021/22 (after schemes joined)		
			A – Poyntzs Road covers all costs of upgrade	B – Poyntzs Road covers all costs of the Upgrade and contributes to back-up well	C – Poyntzs Road covers all costs of the Upgrade and contributes the back- up well and existing infrastructure
West Eyreton					
Per Connection	\$ 734	\$ 809	\$ 809	\$ 782	\$ 759
Per Unit	\$ 71	\$ 79	\$ 79	\$ 76	\$ 74
2 unit property	\$ 876	\$ 967	\$ 967	\$ 935	\$ 907
4 unit property	\$ 1,018	\$ 1,125	\$ 1,125	\$ 1,088	\$ 1,056
Summerhill					
Per Connection	\$ 921	\$ 1,211	\$ 1,211	\$ 1,188	\$ 1,167
Per Unit	\$ 104	\$ 137	\$ 137	\$ 135	\$ 132
2 unit property	\$ 1,129	\$ 1,486	\$ 1,486	\$ 1,457	\$ 1,432
4 unit property	\$ 1,337	\$ 1,760	\$ 1,760	\$ 1,726	\$ 1,696
Poyntzs Road					
Per Connection	\$ 544	\$ 691	\$ 1,493	\$ 1,561	\$ 1,620
Per Unit	\$ 32	\$ 43	\$ 93	\$ 97	\$ 101
2 unit property	\$ 608	\$ 777	\$ 1,679	\$ 1,756	\$ 1,822
4 unit property	\$ 672	\$ 863	\$ 1,865	\$ 1,950	\$ 2,024
19 unit property	\$ 1,152	\$ 1,508	\$ 3,260	\$ 3,409	\$ 3,538

The following graph shows the relative rates between schemes for the options considered:



Figure 1: Comparison of Rates for 2-unit Properties

4. Capacity Assessment if Poyntzs Road Joins

Questions were raised by the advisory groups as to whether there would be sufficient source capacity, should the Poyntzs Road scheme join the West Eyreton and Summerhill schemes. There were also questions about how many new connections were allowed for on each scheme, and also what the allocation of water between schemes is.

An explanation of the process for determining the number of connections, projected flow, and the required source capacity for the scheme is presented below.

4.1. Current and Future Demand

The amount of source capacity required depends on the amount of connections to the scheme, the demand per connection, and the storage provided.

4.1.1. Projections for number of connections and units

The process for predicting future flows is outlined in the 50 Year Water and Sewer Growth Forecast Report (171108121120). The following factors were considered when projecting future connections and therefore flow numbers throughout the district:

- Waimakariri Interim Growth population projections (scenario 3)
- Existing connections & rating charges
- Consents and plans for development areas
- WDC staff knowledge of development areas
- Statistics New Zealand 2013 census population projections
- Draft Waimakariri 2048 District Development Strategy
- Past connections & rating charges
- Infill investigation figures

Specifically in the case of the future growth projections for Summerhill, West Eyreton and Poyntzs Road the following number of new connections were assumed over 50 years:

Table 5: Summary of expected increases in connection numbers and units

Scheme	Current		50 Year		Increase	
	Conn.s	Units	Conn.s	Units	Conn.s	Units
Summerhill	173	511	290	857	117	346
West Eyreton	70	249	116	341	46	92
Poyntzs	84	467	140	467	56	40

**Growth Forecast Report assumed no new units on Poyntzs Road, as it was assumed new connections achieved by subdividing existing 19 unit connections. However, 40 new units (20 connections) have been assumed in table over and above this).*

It can be seen that it has been assumed there will be 117, 46 and 56 new connections over 50 years on the Summerhill, West Eyreton and Poyntzs Road schemes respectively.

On Summerhill the existing number of units per connection of approximately 3 was assumed to remain constant as growth occurs, based on an expected mixture of farming activities and lifestyle blocks (with lifestyle blocks typically requiring 2 units, and farming activities sometimes more than this depending on use). For West Eyreton it was assumed that the majority of new connections would be 2 unit 'lifestyle block' connections.

In the case of Poyntzs Road it was assumed that development would generally occur by existing 19 unit connections subdividing down to 2 unit properties. Therefore in the Growth Forecast Report (171108121120) for Poyntzs Road the number of connections is projected to increase, but not the total number of units allocated. This however does not allow for any new connections outside the existing scheme extents. Therefore, to ensure that this is accounted for, an additional 40 units have been assumed over and above that in the Growth Forecast Report.

4.1.2. Calculation of required source capacity

The following current and future flows are expected for the schemes based on the current and future numbers of connections. This is represented in terms of Average Daily Flow (ADF), Peak Daily Flow (PDF) and Peak Hourly Flow (PHF):

Table 6: Summary of flow projections

Scheme	Current (L/s)			50 year (L/s)		
	ADF	PDF	PHF	ADF	PDF	PHF
Poyntzs Rd*	1.5	2.7	3.1	1.8	3.2	3.6
West Eyreton	1.2	2.1	2.3	1.8	3.3	3.3
Summerhill	3.3	5.5	7.1	5.9	10.1	10.1
Total Demand	6.0	10.3	12.5	9.5	16.6	17.0

*Poyntzs Road future flows scaled up to allow for additional 40 units over and above those in the Growth Forecast Report.

The required source capacity is somewhere between the peak daily flow and the peak hourly flow, depending on the amount of storage provided. If there is ample storage, the required source capacity is equivalent to the peak daily flow, while if there is no storage the required source capacity is equal to the peak hourly flow.

In the case of restricted schemes which have a relatively flat daily flow profile, providing additional storage does not tend to significantly reduce the amount of source capacity required. Therefore, in the case of the potential combined Poyntzs Road, West Eyreton and Summerhill scheme it can be concluded that the required source capacity shall be equivalent to the projected peak hourly flow for the scheme.

Therefore, presently the source capacity would be required to be 12.5 L/s, and in the future it is projected to be 17.0 L/s.

4.2. Comparison of Demand versus Source Capacity

The required source capacity versus actual source capacity is compared below:

- Current scenario: The required source capacity requirement of 12.5 L/s can be provided by either the current deep well (capacity of 15 L/s) or the new deep well (capacity of approximately 27 L/s)
- Future scenario: The projected future source capacity requirement of 17.0 L/s could be provided by the current deep well if the well pump is upgraded to achieve a capacity of 23 L/s or by the new deep well with a capacity of approximately 27 L/s).

Based on the above, it is concluded that there is adequate source capacity to accommodate the Poyntzs Road water supply scheme to the wider West Eyreton – Summerhill scheme.

4.3. Allocation of water between schemes

A question was raised regarding the allocation of water between schemes. It is noted that historically it was agreed between the West Eyreton and Summerhill Water Supply Advisory Groups that the water allocation would be 51% West Eyreton to 49% Summerhill (record number 090429011832). Ultimately this recommendation from the advisory groups to Council was not adopted by Council, as there is no official owner of unallocated capacity at any given water source. However, in this instance assessments into future growth capacity have indicated that source capacity will not be a limitation on growth on either the Summerhill or the West Eyreton schemes up to and beyond the 50 year horizon.

4.4. 19 unit Connections on Poyntzs Road Scheme

Concerns were raised about the 14 properties currently connected to the Poyntzs Road water supply scheme that have 19 unit connections, and the impact that they could have on the source capacity. In order to compare the volume of water consumed per connection on the three schemes considered, the following table was produced:

Table 7: Comparison of Average Daily Flow and Peak Daily Flow for Respective Schemes

Scheme	Average Daily Flow (m ³ /connection/day)	Peak Daily Flow (m ³ /connection/day)
Poyntzs Road	1.6	2.8
West Eyreton	1.5	2.6
Summerhill	1.6	2.5

As is demonstrated above, the Poyntzs Road scheme has very comparable water consumption per connection statistics to both West Eyreton and Summerhill, despite the 19 unit connections. The reason is that these 19 unit connections were installed initially to allow properties to connect without private tanks, rather than due to high demand per property.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06/ Trim 190828120194
REPORT TO: Rangiora-Ashley Community Board
DATE OF MEETING: 11th September 2019
FROM: Ed Sard Greenspace Community Assets Officer
SUBJECT: Tree Removal request outside 124 High Street, Rangiora

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



Department Manager



Chief Executive

1. **SUMMARY**

1.1 This report requests that the Board decline a request to remove two American Sweetgum (*Liquidambar styraciflua*) trees located in ornamental planters outside 124 High Street, Rangiora. This request is from Mr Murray Irvine, the owner of the property at 124 High Street, Rangiora who has requested that both of the trees be removed and replaced with smaller trees that are more in keeping with the streetscape environment.

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No.Trim 190828120194
- (b) **Approves** the retention of two American Sweetgum (*Liquidambar styraciflua*) trees located in ornamental planters outside 124 High Street, Rangiora.

3. **BACKGROUND**

3.1

- (a) **Receives** report No.Trim 190828120194
- (b) **Approves** the retention of the Council owned American Sweetgum (*Liquidambar styraciflua*) trees located in ornamental planters outside 124 High Street, Rangiora (see Figure 1).
- (c) **Notes** that the retention of the American Sweetgum (*Liquidambar styraciflua*) trees is consistent with section 3.3 of the Council's standard operating procedure for the removal of trees.

3.2 Mr Irvine initially contacted Waimakariri District Council in July 2019 and spoke with Vanessa Thompson, Business and Centres Advisor. Mr Irvine raised concerns about the large trees at the entrance to Good Street, off High Street, Rangiora, especially the tree located directly adjacent to his property at 124 High Street, Rangiora. Vanessa Thompson subsequently contacted the Greenspace Team and explained that Mr Irvine would like to discuss the Council owned trees as he was worried about leaves and branch debris falling

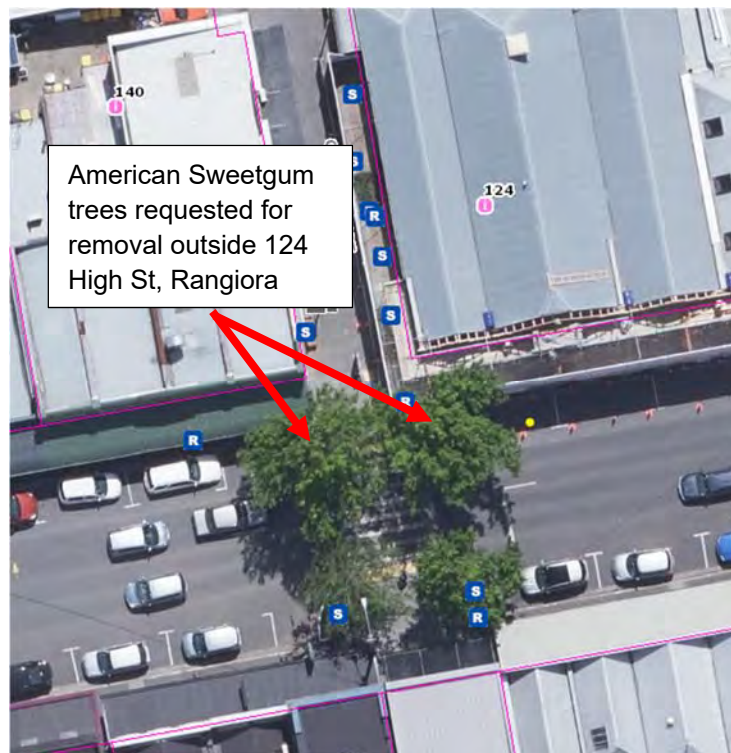
into his new guttering that had recently been installed as part of his premises re-development.

- 3.3 Subsequently, Ed Sard (Greenspace Community Assets Officer) contacted Mr Irvine to arrange a site meeting which took place at 2.15pm on Monday 15th July 2019. At the meeting Mr Irvine discussed the issue of leaves and branch debris falling onto his property and his concerns regarding long term damage to his newly installed guttering and roof line. He was also concerned about the costs involved in keeping the guttering clean and safe. During the meeting, removal of the trees was raised by Mr Irvine who stated that the trees located not only adjacent to his property but along both sides of High Street, Rangiora were not compatible with a street environment and had become too big for their situation.
- 3.4 The specifics of tree pruning were discussed at the site meeting. The High Street trees have been pruned on several occasions along both sides of the road which was evident from the historic pruning wounds and asymmetric canopies (see Figures 2 & 3).
- 3.5 The Council process required for tree removal was explained to Mr Irvine, who understood what was required and was keen for this process to be initiated. As part of this request, Mr Irvine was provided with Greenspace contact details and asked to provide detailed reasoning for his request for Council to remove the trees. This would inform any future details for a community board report. To date this has not been received by Greenspace officers.

4. **ISSUES AND OPTIONS**

- 4.1. Location of American Sweetgum (*Liquidambar styraciflua*) trees as shown in figure 1 below.

Figure 1.



- 4.2. Mr Irvine maintains that the location of these mature trees in raised ornamental planters in close proximity to commercial shops within a street environment is a wider issue not only for him as a premises owner but likely for others as well. His direct issue relates to leaves and branch debris being deposited in the roof guttering, the impact of mould accumulating on metal surfaces and the costs involved in keeping the newly installed guttering/roof overhang clean and safe.
- 4.3. The American Sweetgum form part of the mature tree avenue that have been established along the length of the High Street in Rangiora. The single species trees are predominantly mature and located in raised concrete planters. A number of young Sweetgum trees have also been planted as part of the High Street development. As a result of the single species planting having been carried out at the same time, the trees now define the treed landscape along the length of the High Street softening the built form and providing landscape interest, shading benefits in the Summer to adjacent commercial premises and a refuge for wildlife. Effectively the two Sweetgum in question should not be assessed as a separate group as they form part of the wider landscape character of the High Street. Removing these trees will have an impact on the overall character and importance of a tree lined avenue in Rangiora.
- 4.4. The size and form of the trees define the landscape character of the High Street as illustrated in figures 2 and 3 below. They have been actively managed over a number of years to reduce the impact of encroaching branches on the neighbouring properties with best arboricultural practice being carried out where practically possible. While some of the canopy form may have been altered, the trees are still healthy specimens with good vitality and extension growth.
- 4.5. Figures 2 and 3 below show the location of the trees in relation to 124 High Street, Rangiora.
- 4.6. As indicated, the trees have been pruned in previous years resulting in asymmetric canopies. The trees are mature and are ranging up to 10 metres height plus, which is exaggerated by their location in raised planters of approximately 450mm height. In order to remedy or at least reduce the impact of leaf debris in and around the vicinity of 124 High Street, Rangiora, the trees would effectively have to have their canopy reduced by two thirds or more. This would leave a single stem with a small canopy and multiple large pruning wounds. Not only would the tree be disfigured for its remaining life but the pruning would predispose the tree to infection and increased wood decay with poor compartmentalisation and increased risk of premature decline/death due to its mature age.
- 4.7. The existing American Sweetgum trees provide not only landscape interest, environmental benefits and wildlife refuge, but they are the support pillars for the ornamental light installation along the High Street which has recently been completed. The project has seen a detailed light install along the length of the High Street, with the established Sweetgum providing support and focal interest for evening illumination (see Figure 4). It is their size and stature that defines the effectiveness of the lighting at night and encourages night time usage and events within the High Street. Removing the trees in question would include the cost of removing the light installation for that defined area, with any new tree planting within the planter taking many years to establish to such an extent as to warrant new light installation and create the desired effect.

Figure 2



Figure 3



Figure 4



4.8. **Options**

4.9. **Option 1**

- 4.10. **That the Board approve the request to remove the existing x2 American Sweetgum trees located outside/adjacent to 124 High Street, Rangiora and consider Mr Irvine's request for smaller statured new tree species to be planted in the ornamental planters which will not impact on his and neighbouring properties in the future.**

This option would satisfy Mr Irvine's concerns but there would be a net loss of trees in the High Street until the new trees gained maturity. There is likely to be a negative impact on the High Street amenity should the trees be removed. The other known benefits that larger trees provide in the environment such as reducing air pollution and providing shade and cooling of hard surfaces are also likely to be lost. The loss of these benefits would be regained over time but it would take many years as the trees established. **Staff do not prefer this option.**

4.11. **Option 2**

That the status quo is maintained and the Board declines the request to have the American Sweetgums removed.

Staff would support this option and it is consistent with Council's Standard Operating Procedure around removal of trees. This option is not likely to satisfy Mr Irvine's on-going concerns. **Staff would prefer this option.**

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

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

The only site meeting that has taken place to Greenspace's knowledge has been the one held with Mr Irvine on 15th July of this year outside 124 High Street where his concerns were heard and documented to Greenspace and Business Development management.

5.2. **Wider Community**

- 5.3. No consultation has been undertaken to date. The extent of the consultation would be significant with not only every single premises owner/tenant needing to be informed along the length of the High Street, but also potentially the wider community of Rangiora needing to be consulted. It is likely that there would be significant opposition to the removal of such prominent trees; this would alter the character significantly of the High Street.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.2. **Option 1:** Removal of the x2 American Sweetgum, stump grinding (if practically possible) and replacement with another two trees. The cost does not include removal of the lighting fixtures and associated wiring which is unknown at the present time and the removal of the associated annual planting around the tree and replacement planting of annuals that would need to take place to allow stump grinding/stump removal in the raised planter. The costs involved with this option would be associated with Council's tree contractor Asplundh with outside input from both MainPower and Delta. The approximate cost to Council of this option (without the MainPower and Delta costs) would be \$1399.08 plus GST.

- 6.3. **Option 2:** The Status Quo option would have no cost to Council.

6.4. **Community Implications**

- 6.5. The main community implications (to include the business/commercial organisations along the High Street in Rangiora) associated with a decision to remove the trees in question would be on the community of Rangiora. There could be wider implications for the residents of Waimakariri and visitors to our District who would potentially enjoy less amenity and environmental benefits associated with these trees when viewed as part of the avenue treed effect along the High Street. Removal of a defined group of trees has the potential to impact on the remaining trees through pressure from other premises owners to have the trees adjacent to their establishment also considered for removal. It is noted that the impact would gradually diminish once replacement trees became established but this is governed by the species characteristics of the replacement trees and the desired long term effect being sought.

6.6. **Risk Management**

- 6.7. Staff believe there are no significant risks associated with this decision.

6.8. **Health and Safety**

- 6.9. There are no health and safety issues of concern. Should the trees be removed Council's tree contractor Asplundh would carry out the tree removal and new tree planting with the required health and safety processes in place.

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

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

7.4. Community Outcomes

7.5. The maintenance of parks and reserves and the street environment contributes to the following outcome: *Public spaces and facilities are plentiful, accessible and high quality.*

7.6. Delegations

7.7. The Rangiora – Ashley Community Board has the delegated authority to authorise tree removal within the Ward.

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-11-06 / 190820115802

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 11 September 2019

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Application to the Rangiora-Ashley Community Board's Discretionary Grant Fund 2019/20

SIGNED BY:
(for Reports to Council or Committees)


Department Manager


Chief Executive

1. SUMMARY

1.1. The purpose of this report is to consider two applications for funding received from:

Name of Organisation	Purpose	Amount requested
Southbrook School	Towards the cost of the further development of their outdoor food garden	\$500
North Canterbury Neighbourhood Support	Towards the cost of a promotional gazebo	\$500
Total:		\$1,000

1.2. Current balance: \$9,446.

Attachments:

- i. Application from Southbrook School Board of Trustees (Trim No: 190809111777).
- ii. Application from North Canterbury Neighbourhood Support (Trim No: 190827119753).
- ii. Spreadsheet showing previous two years grants.
- iii. Board funding criteria 2019/2020. (Trim No. 190621087517).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 190820115802.
 - (b) **Approves** a grant of \$..... to the Southbrook School Board of Trustees towards the cost of the further development of their outdoor food garden.
- OR**
- (c) **Declines** the application from the Southbrook School Board of Trustees.

- (a) **Approves** a grant of \$..... to North Canterbury Neighbourhood Support towards the cost of purchasing a promotional gazebo.

OR

- (b) **Declines** the application from North Canterbury Neighbourhood Support.

3. **BACKGROUND**

- 3.1. **Southbrook School** wish to ensure that they provide a physically and emotionally safe learning and play environment for all students and this includes the further development of their outdoor food garden.
- 3.1 **North Canterbury Neighbourhood Support** is requesting funding to purchase a sign-written gazebo to promote the organisation at local events throughout the Waimakariri district.

4. **ISSUES AND OPTIONS**

Southbrook School Board of Trustees

- 4.1. Southbrook School (the School) has an established Enviro School Group. Last year a family living opposite the School gifted some of their garden to the School to be used by Enviro School, as they wish to build one planter box for each learning space.
- 4.2. The School would like to provide each learning space with their own mini garden area so children can become involved in all aspects of gardening in an environmentally sustainable garden, cooking and then enjoying delicious, seasonal meals they have produced themselves.
- 4.3. It is hoped that the students would develop a better understanding of the field-to-food dynamic and for the hands-on experience of planting, tending and picking their own food to make an impact on them.
- 4.4. The integrated programme curriculum provides real world learning opportunities for students outside the traditional classroom environment. Students develop self-esteem, pride in their achievements, pride in their environment and it was also found that behaviour improved in some students.
- 4.5. It is proven that students involved in the programme grow and cook food at home. Students whole whanau would benefit from providing more opportunities to grow, harvest and cook food at school
- 4.6. The Schools eventual goal is to join the Garden to Table full programme so they can host other schools who are on their Garden to Table journey. The cost of this for the first year is \$2,500 plus GST and then \$550 plus GST every year after, due to it being a facilitated programme with a lot of input in the first year.
- 4.7. The School will need to fundraise and plan for this, so in the meantime, they would like to join the Garden to Table online programme. This would provide the School with all the resources they would need to get the programme up and running through an online portal, weekly updates and phone and email support, yet it is much more affordable.
- 4.8. The School have requested a grant of \$500 from the Rangiora-Ashley Community Board, as the School's Parent Teacher Association has committed the balance of the funding. They have already held a disco to help fund the wood for the planter boxes and the Enviro School is also assisting by selling cut-up pumpkin to raise funds for seeds.

- 4.9. The School previously applied to the Rangiora–Ashley Community Board for funding in September 2016. The School wanted to use the funding to hire Ethel ad Bethelto to run a bingo fundraising event. The application was however declined.

North Canterbury Neighbourhood Support

- 4.1. North Canterbury Neighbourhood Support (the Group) works closely with the NZ Police and other community organisations to send localized, up-to-date information to households in the Waimakariri district during emergency situations.
- 4.2. The Group is planning to host six family picnic events across the district, three before Christmas and three early in the New Year. The picnics will involve games, barbeques and an opportunity to inform the public about the Group's role in the community.
- 4.3. There will also be a drive to enrol new members, establish a new street groups and to promote the Group's new GetsReady website at the family picnic events. The said website will enable members to receive email/text alerts from the police, civil defence and the Council about problems in their area.
- 4.4. Another advantage of the family picnic events will be that members will get to know their surrounding neighbours, which will be the first line of help in any emergency. The Group also plans to use other local events to promote community building and to promote this community service that will be of value to the whole district.
- 4.5. A sign-written gazebo would enable the Group to have a prominent base at local events to help them to promote and distribute information. An informed community is better able to cope and recover quicker from emergencies. The gazebo will also provide members and the community with weather-proof shelter. The cost of the gazebo is quoted as \$2,219.
- 4.6. The benefit will be district wide, as the Group will be using the sign-written gazebo during events in all areas of the district and applications have therefore been made to all the Community Boards. If these applications are not successful the gazebo will not be purchased.
- 4.7. This is the first time North Canterbury Neighbourhood Support has sought funding.
- 4.8. The Board may approve or decline grants in accordance with the grant guidelines.
- 4.9. The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1 Groups and Organisations

Not applicable.

Wider Community

Not applicable.

6. FINANCIAL IMPLICATIONS AND RISKS

6.1. Financial Implications

The Annual Plan for 2019/20 includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to a total of \$10,630. The balance of the Rangiora-Ashley Community Board's Discretionary Grant Fund 2019/20 is currently \$9,446.

The application criteria specify that grants are normally limited to a maximum of \$500 in any one financial year (July to June) but a group can however apply up to twice in a 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

6.2.1 Students' whole whanau will benefit from the opportunity provided to grow and cook food at school. Other schools will also benefit from the assistance provided through the Garden to Table full programme.

6.2.2 A sign-written gazebo would enable North Canterbury Neighbourhood Support to have a prominent base at local events to help them to distribute information to communities and to promote their services that will be of value to the whole district.

6.3. Risk Management

Not applicable.

6.4. Health and Safety

All health and safety related issues will fall under the auspice of the Southbrook School and North Canterbury Neighbourhood Support.

7. CONTEXT

7.1. Policy

These matters are not 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.

Thea Kunkel
Governance Team Leader

RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2019/2020

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)

Southbrook School has an established Enviro School group. Last year, a family living opposite the school gifted some of their garden to the school to be used by Enviro School. They would like to build one planter box for each learning space so they can use it to grow food. The school would also like to take the next step in their journey and join the "Garden to Table" program. Funding would go toward the subscription, soil, compost, seeds and irrigation for the veggie garden.

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 %

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?

Due to the current size of our food garden, numbers would be limited as to how many can access the space at the same time. The "Garden to Table" program allows children to bring home their knowledge and share with their family. This would be lost without funding.



RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

The curriculum-integrated programme provides real world learning opportunities for children outside the traditional classroom environment. Children develop self-esteem, pride in their achievements, pride in their environment, and behaviour improves in some children.

What is the benefit(s) to your organisation?

There is evidence of increased numeracy and literacy through curriculum integration. It is beneficial for children who do not thrive in traditional classroom environment and we hope to see improved behaviour through engaged learning.

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

It is proven that children involved in the programme grow and cook food at home. This provides a whole whanau benefit from providing more opportunities to grow, harvest + cook food at school. It is non-discriminatory - it is for all the children at our school + in the future.

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:

Enviro School is selling cut up pumpkin to raise some funds for more seeds. They are also starting a seed bank from past crops. Our parent teacher association held a disco to help fund the wood for the planter boxes.

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:

9-8-19

PO Box 640
RANGIORA, 7440
PH: (03) 313-8792

admin@southbrook.school.nz

9 August 2019



To Rangiora-Ashley Community Board

APPLICATION FOR FUNDING

This letter is to support an application by Southbrook School for a grant from Rangiora-Ashley Community Board. The grant will be used towards garden resources and membership to Garden to Table Online.

Our school roll has grown by 50% over the last 13 years from 240 pupils in 2006 to 360 pupils in 2019. Our projections are for this growth to continue for at least the short term due to the continuing influx of families moving to the area from Christchurch amid the recovery and re-invigoration following the earthquakes. We are in the process of a major development that will both modernise our school and allow us extra learning space to accommodate all of our students.

Due to this major building development, we have the opportunity to look at the complete layout of our school and ensure we have a fit for purpose facility that meets the needs of the children and staff today and in the future. We also need to ensure that we provide a physically and emotionally safe learning and play environment for all members of our school community and this includes the development of our outdoor food garden. As a school we recognise how valuable it is for the children to learn where their food comes from, how to grow vegetables and other foods and what can be gained from a sustainable programme that respects the environment.

We would like to provide each learning space with their own mini garden area so children can become involved in all aspects of gardening in an environmentally sustainable garden, cooking and then enjoying delicious, seasonal meals they have produced themselves. We hope to see our children having a better understanding of the field-to-food dynamic and for the hands-on experience of planting, tending and picking their own food to make an impact on them. We would like the children who get involved to grow their knowledge and be happy to get up and talk and show people what to do in our food garden so that we grow confidence as well as food. It would be fantastic if we can produce enough food to either give away or sell – with the funds put back into more plants to keep the garden going.

Our eventual goal is to join the Garden to Table full programme so we can host other schools who are on their Garden to Table journey. The cost of this for the first year is \$2,500 plus GST and then \$550 plus GST every year after, due to it being a facilitated programme with a lot of input in the first year. We will need to fundraise and plan for this, so in the meantime, would like to join the Garden to Table online programme. This would provide our school with all the resources we would need to get the programme up and running through an online portal, weekly updates and phone and email support, yet it is much more affordable.

We are asking Rangiora-Ashley Community Board for a grant of \$500.00. Our Parent Teacher Association has committed the balance of the funding. Without your funding, we will be unable to go ahead with the project as the school's funds are allocated towards the running of the school.

- We will acknowledge any help including using your logo in our newsletter which goes out to all our families as well as at our AGM. We will also post a thank you on our public Facebook page: <https://www.facebook.com/southbrookschoo/>
- Our school website
- Our end of term assemblies
- Our radio station which covers Rangiora.

Thank you for your consideration. If you require further clarification, please feel free to contact me at on cell phone (027 664 9694).

Yours faithfully

Julie Walls – Principal

Balance Sheet

Southbrook School As at 30 June 2019

	30 JUN 2019	31 DEC 2018
Equity		
Retained Earnings		
Retained earnings/Accumulated funds	513,590	479,662
Current year earnings	21,473	33,928
Total Retained Earnings	535,063	513,590
Total Equity	535,063	513,590
Current Assets		
Cash & Bank		
Westpac 00	20,210	25,972
Westpac 01	12,829	11,636
Westpac 17	217,342	155,080
9015 - Cash Float - Petty Cash	280	280
Total Cash & Bank	250,662	192,968
Accounts Receivable	-	93,500
GST Receivable	9,291	7,057
9141 - Prepayments	-	9,091
Total Current Assets	259,953	302,617
Current Liabilities		
9033 - Mastercard Business Cards	1,780	2,048
Annual Leave Liability	7,720	7,720
Creditors Accruals	-	5,157
Finance Lease - Current	15,002	26,663
Loans	1,492	-
9301P - Payroll Related Accrual	-	93,500
9301A - Audit Fee Accrued	-	2,904
9315 - Grants received in advance	1,922	1,922
9327 - MoE Special Needs Visibility Project	2,184	2,184
9329 - MoE - Block 10 Upgrade Project	(3,072)	(35,665)
9339 - Suspense Account	960	-
9370 - Interest Not Yet Due	(857)	-
Total Current Liabilities	27,131	106,434
Net Cash Available for operations	232,822	196,183
Working Capital	232,822	196,183
Non-Current Assets		
Property, Plant and Equipment		
Library Resources		
9230 - Library Resources	68,669	68,669

Balance Sheet



	30 JUN 2019	31 DEC 2018
9231 - Library Resources Accum Depn	(56,927)	(56,927)
Total Library Resources	11,742	11,742
Sports Equipment		
9234 - Sports Equipment	28,409	28,409
9235 - Sports Equipment Accum Depn	(26,377)	(26,215)
Total Sports Equipment	2,032	2,194
Office Equipment		
9240 - Office Equipment	23,058	23,058
9241 - Office Equipment Accum Depn	(23,058)	(23,058)
Total Office Equipment	-	-
Buildings		
9250 - Buildings	318,138	318,138
9251 - Buildings Accum Depn	(102,556)	(99,386)
Total Buildings	215,582	218,752
Leasehold Improvements		
9252 - Leasehold Improvements	37,845	37,845
9253 - Leasehold Improvements Accum Depn	(29,995)	(29,198)
Total Leasehold Improvements	7,850	8,647
Computers & Electronic Equipment		
9260 - Computers & Elec Equip	140,559	127,107
9261 - Computers & Elec Equip Accum Depn	(114,446)	(110,168)
Total Computers & Electronic Equipment	26,113	16,939
Computer Suite		
9268 - Computer Suite	11,414	11,414
9269 - Computer Suite Accum Depn	(11,414)	(11,414)
Total Computer Suite	-	-
Office Furniture		
9282 - Office Furniture	4,713	4,713
9283 - Office Furniture Accum Depn	(3,437)	(3,322)
Total Office Furniture	1,275	1,391
School Furniture & Equipment		
9284 - School Furniture & Equipment	247,235	247,235
9285 - School Furniture & Equipment Accum Depn	(188,070)	(182,474)
Total School Furniture & Equipment	59,165	64,761
Plant & Equipment		
9288 - Plant and Equipment	83,931	83,931
9289 - Depn to Date	(71,540)	(70,465)
Total Plant & Equipment	12,391	13,467
Leased Assets		
9286 - Leased Assets	141,259	136,384

Balance Sheet



	30 JUN 2019	31 DEC 2018
9287 - Leased Assets Accum Depn	(81,506)	(67,602)
Total Leased Assets	59,754	68,783
Total Property, Plant and Equipment	395,904	406,674
Total Non-Current Assets	395,904	406,674
Non-Current Liabilities		
Finance Lease - Term Portion	46,145	41,749
Cyclical Maintenance - Term Portion	47,518	47,518
Total Non-Current Liabilities	93,663	89,267
Net Assets	535,063	513,590

Detailed Income Statement

Southbrook School

For the month ended 30 June 2019

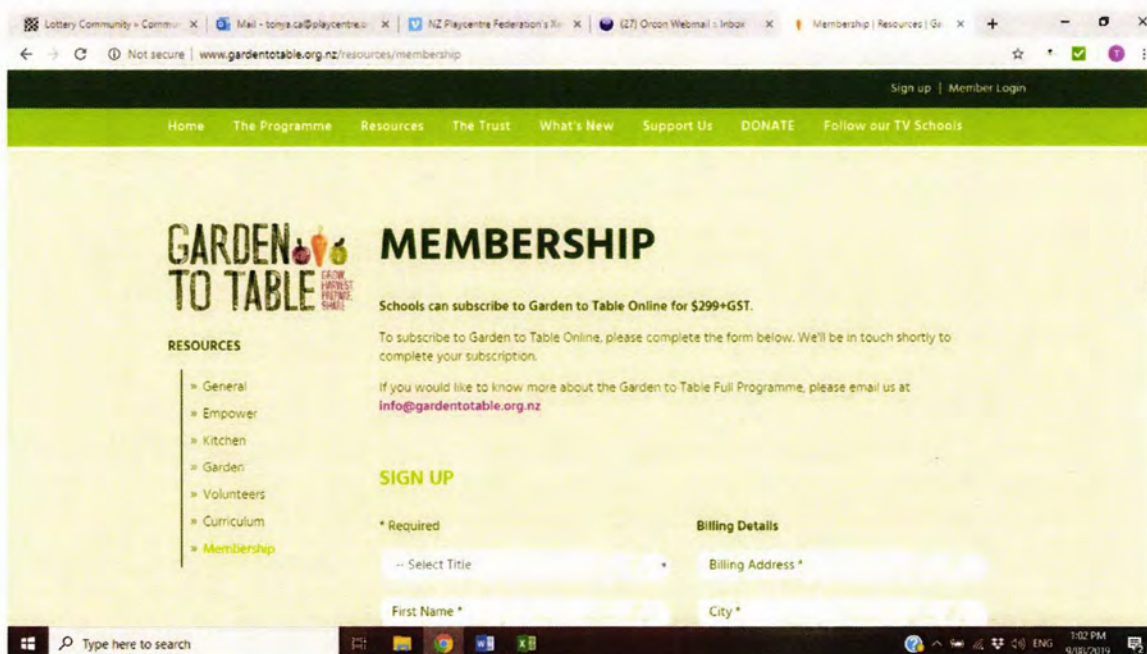
	JUN 2019	2019 YTD	2019 BUDGET	% USED	BUDGET VARIANCE
INCOME					
Government Grants					
1000 - Operations Grant	40,669	240,381	470,321	51	229,940
1007 - Teacher Aide Income	-	7,156	-	-	(7,156)
Total Government Grants	40,669	247,537	470,321	53	222,784
Investments					
1050 - Interest	25	185	600	31	415
Total Investments	25	185	600	31	415
Locally raised funds					
Activities					
3140 - Stationery Income	4	4	-	-	(4)
1100 - School Fees	810	4,296	11,000	39	6,704
1155 - Sundry Trading	-	-	500	-	500
1170 - Grants	10,000	15,925	-	-	(15,925)
Total Activities	10,814	20,225	11,500	176	(8,725)
Fundraising					
1180 - Donations	40	240	10,000	2	9,760
1184 - Hall Hire	1,257	7,791	10,000	78	2,209
1185 - Pool Keys	-	78	2,200	4	2,122
Total Fundraising	1,297	8,110	22,200	37	14,090
Total Locally raised funds	12,111	28,334	33,700	84	5,366
Total INCOME	52,805	276,056	504,621	55	228,565

EXPENSES

Learning Resources

Class Materials

1280 - Classroom Consumables (Kerry)	728	3,384	4,000	85	616
1387 - Taha Maori	-	1,794	4,800	37	3,006
1388 - Music	-	47	500	9	453
1425 - Sports & Phys Ed	131	5,134	6,000	86	866
1431 - Teo Teo Learning Space	583	1,952	2,900	67	948
1432 - Nga Manu Nui Learning Space	-	703	2,900	24	2,197
1433 - Ngahere Learning Space	841	2,604	2,900	90	296
1434 - Te Awa Learning Space	(19)	506	2,900	17	2,394
1435 - Aoraki Learning Space	178	1,597	2,900	55	1,303
1445 - Reading Rec Res (Carol)	-	-	250	-	250
1485 - DP Expenses	-	72	400	18	328
1250 - Art & Craft	-	9	-	-	(9)
Total Class Materials	2,442	17,801	30,450	58	12,649



15 scoops of Super Grow compost @ \$28/scoop =	\$357 plus GST
Polyfilm black (to line the boxes) @3.75/2m =	\$63.75 plus GST
Bark to go on ground around planter boxes @\$36/scoop =	\$122.40 plus GST
Irrigation – starter kits x 5 @ \$10.98/kit =	46.67 plus GST
Total	\$888.82 plus GST
Seeds – will ask families for donations and use seeds from previous years and grow seedlings in greenhouse	
Wood for planter boxes – cost to be covered by PTA	

RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2019/2020

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?

RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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:

AUDIT REPORT

TO THE MEMBERS OF North Canterbury Neighbourhood Support Inc

I have audited the financial report attached. The financial report provides information about the past financial performance of the Association, and its financial position at 30 June 2018.

Members of North Canterbury Neighbourhood Support Inc Responsibilities

The Members are responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of a financial report that fairly reflects the financial position of the Association as at 30 June 2018 and of the results of its operations for the year ended 30 June 2018.

Auditors Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Members and report my opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- The significant estimates and judgements made by the Members in the preparation of the financial report, and
- Whether the accounting policies are appropriate to the Associations circumstances, consistently applied, and adequately disclosed.

I have conducted the audit in accordance with New Zealand auditing standards. I have planned and performed the audit so as to obtain all the information and explanations that were considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the adequacy of the presentation of the information in the financial report.

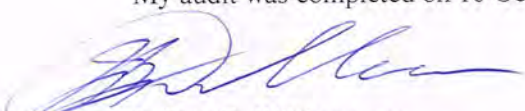
Other than in my capacity as auditor, I have no relationship with, or interests in, North Canterbury Neighbourhood Support Inc.

Qualified Opinion

In common with other organisations of a similar nature, control over revenue from donations, fund raising and offerings, prior to being recorded are limited, and there are no practical audit procedures to determine the effect of this limited control. In these respects alone we have not obtained all the information and explanations that we have required.

In my opinion, except for adjustments that have been found to be necessary for the above qualifications, the financial report disclosing an excess of expenditure over income for the year of \$4,924.00 fairly reflects the results of its operations for the year ended 30 June 2018.

My audit was completed on 10 October 2018, and my qualified opinion is expressed as at that date.



Jeffrey B. Williams ACA
Christchurch, New Zealand

Postal Address
PO Box 7115, Sydenham
Christchurch 8240

Christchurch Office
49 Coleridge Street, Sydenham
T: (03) 366 5776 F: (03) 366 5756

Rangiora Office
6c Alfred Street Rangiora
T: (03) 313 4184 F: (03) 366 5756

E: admin@canterburytax.co.nz
W: www.canterburytax.co.nz

Providing your business with timely,
relevant financial services...

[in plain English](#)

Statement of Profit or Loss

North Canterbury Neighbourhood Support For the year ended 30 June 2018

	2018	2017
Income		
Lottery Grant	10,000	10,000
MSD Nat Crown Grants	3,000	-
Other Revenue	500	500
Red Cross Grants	-	900
Grants Revenue	22,000	26,000
Interest Income	293	1,260
Total Income	35,793	38,660
Gross Profit	35,793	38,660
GP%	100	100
Total Income	35,793	38,660
Expenses		
ACC Levies	-	97
Accountancy	748	658
Administration	3,785	7,812
Advertising	43	557
Computer expenses	-	1,342
Consulting & Accounting	11,580	4,655
Contract Work	13,283	13,678
Entertainment	-	28
Function expenses	629	-
General Expenses	-	1,294
Legal expenses	5,087	2,205
meeting Expenses	84	60
Office Expenses	17	139
OFFP	867	38
Printing & Stationery	167	-
Subscriptions	3,536	-
Telephone & Internet	738	438
Total Expenses	40,563	32,999
Net Profit (Loss) Before Depreciation & Adjustments	(4,771)	5,661
Depreciation per Schedule		
Depreciation	154	253
Total Depreciation per Schedule	154	253
Taxable Income (Loss)	(4,924)	5,409
Net Profit (Loss) for the Year	(4,924)	5,409

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Balance Sheet

North Canterbury Neighbourhood Support As at 30 June 2018

	NOTES	30 JUN 2018	30 JUN 2017
Assets			
Current Assets			
Cash and Bank			
Everyday Community Account		-	1,796
Heartland deposit A/c #1		-	6,785
Heartland Term deposit #2		-	20,475
Total Cash and Bank		-	29,055
Total Current Assets		-	29,055
Non-Current Assets			
Property, Plant and Equipment	3	244	397
Other Non-Current Assets			
Assets			
Cheque Account		24,285	-
Total Assets		24,285	-
Total Other Non-Current Assets		24,285	-
Total Non-Current Assets		24,528	397
Total Assets		24,528	29,453
Net Assets		24,528	29,453
Equity			
Opening Balance		29,453	24,044
Current Year Earnings		(4,924)	5,409
Total Equity		24,528	29,453

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

3m x 6m Max + Alloy Gazebo - AWARENESS PRINT OPTION

Includes

6m Max + Alloy Frame

6m Canopy - Printing to 1 x roof top & 1 x valances of canopy ONLY

1 x 6m Solid Wall

2 x 3m Solid Walls

Set Of Pegs / Guide ropes

Carry Bag

FREE URBAN SHIPPING



2,219.00

x 1

2,219.00

GST 15%

Total NZD including GST

289.43

\$2,219.00

We thank you for your time

*We Trust this quote above proves to be both informative & acceptable, our goal is to provide you with high-value products with the reasonable price tags and keep future maintenance cost down to the minimum.

Feel free to CLICK accept this quote when you are ready to proceed.

Questions & Answers



John August 13, 2019 at 9:20pm Edit

Thanks Beth.

Will be in touch.



Prepared for North Canterbury Neighborhood Support, John

Prepared by Beth A, Blackhawk Gazebo & Display

Phone 09-4431630 Website www.blackhawks.co.nz

Quote number 6190 Date August 13, 2019 Valid until November 10, 2019 at 11:23pm

NZ's #1 Choice Quality Gazebo & Display Products

About Blackhawk Gazebo & Display

We have over 12 years experience of supplying quality gazebo & display products. Throughout this period, we have acquired many satisfied clients whom by providing them with quality gazebos and display gears are enjoying a long term of relationship with us .

All of our products are designed, built and tested according to New Zealand "Four Seasons in a Day" weather standard, all products are backed with up to 8 years of warranty for peace of mind. Spare Parts are consistently in stock to keep your maintenance cost to the minimum.

We have a dedicated design team who can help you with your mock up designs - we know your time is precious so we usually respond within a day.

We want our customers to have a difference experience. Our goal is to have quality products that stand the test of time

Our Product Range

We stock high grade quality Gazebos & a great number of display products in a range of sizes. You can usually find all your needs through blackhawks.co.nz for any events or activities.

Our Products are including but not limited to:

- Pop up Gazebo plain or branded all sizes
- Marquee plain or branded all shapes
- Stretch fabric Banner / Backwall Display
- Custom Tables and display Rack
- Star Tent Plain or Branded all sizes
- Inflatable Branded Tent/Gazebo
- Printed Flags and Banners
- Promotional Products

 [Blackhawk & Display Catalog](#)

QUOTE FOR North Canterbury Neighborhood Support

Board Discretionary Grants July 2018 - June 2019

Meeting considered	Group	Project	Amount Requested	Amount Granted
			\$ 4,750	
Sept	Reflections Community Trust	Waimakariri Light Party	\$ 273	\$ 273
Sept	Coastguard	Boat	\$ 500	\$ 500
Oct	Pegasus Residents Group	Towards the Christmas on the Lake event 2018	\$ 500	\$ 600
Feb	Pegasus Bay School PTA	Towards candy floss machine and bouncy castle	\$ 445	\$ 445
March	The Lions Club of Pegasus Town	Towards the cost of running a Charity Fun Mud Run	\$ 500	\$ 500
March	Waimakariri Arts Trust - Kaiapoi Arts Expo	Towards the costs of running the Expo in particular advertising in local papers	\$ 500	\$ 500
March	Sefton Community Group	Towards the cost of running ANZAC Day service and Christmas carols in the domain	\$ 500	\$ 400
April	Presbyterian Support	Towards costs of running An Expo of Ideas to Live Well and Give Well	\$ 250	\$ -
April	Northside Boardriders Club Inc	For rescue boards	\$ 500	\$ 500
May	Woodend School	Towards lighting costs for concert	\$ 500	\$ 500
				\$ 4,218
			\$ 11,513	
July	North Canterbury Model Railway Club Inc.	Towards the cost of signage to promote the club's Rangiora Sunday Markets	\$410	\$410
August	All About Bees	Towards the costs of hall hire, advertising, website promotion of the Bee Expo 2 September 2018	\$500	\$0
Sept	Reflections Community Trust	Waimakariri Light Party	\$292	\$292
Sept	NC Citizens advice	Anniversary celebration	\$500	\$500

Rangiora-Ashley Community Board 10.137.100.2410	Sept	Coast guard	Replacement vessel	\$500	\$500
	Sept	International Day of Older Persons	Concert and afternoon tea	\$500	\$500
	Oct	McAlpines North Canterbury Pipe Band	Towards the costs of a piper attendign the RNZ Pipe Bands Association Summer School	\$395	\$395
	Nov	Rangiora Croquet Club	Installation of electricity supply and air compressor	\$500	\$400
	Nov	Community Wellbeing North Canterbury Trust	Cost of booklet guides Whanau care course	\$480	\$480
	Nov	Cust Tennis Club	Balls for junior teams	\$500	\$500
	Nov	Rangiora High School Nursery School	Sensory equipment	\$500	\$500
	Nov	Rangiora Toy Library	New bike and trike	\$500	\$500
	Dec	Waimakariri Timebank	Promotional material	\$500	\$500
	Dec	North Loburn School	Storage shed	\$499	\$500
	Feb	Presbyterian Support	An Expo of Ideas to Live Well and Give Well	\$750	\$500
	March	North Canterbury Musical Society	Towards the costs of replacement signage for the club and building	\$500	\$500
	March	Waimakariri Arts Trust - Kaiapoi Arts Expo	Towards cost of advertisings in the Northern Outlook Arts Expo etc	\$500	\$500
	April	Cust Netball Club	Towards the cost of uniforms for Year 7/8 teams	\$500	\$500
	May	Rangiora Gymnastics Club	Towards cost of 2 sets of panel mats	\$500	\$500
	May	North Canterbury Athletic Club	Towards cost of crop tops	\$432	\$432
	May	Thrive Church	Towards venue and equipment hire	\$500	\$500
	May	Ashley Playcentre	Towards arts and craft resources	\$500	\$500
June	Salvation Army - Just Brass	Cost of music stands for school programme	\$450	\$450	

	June	Soroptimist North Canterbury	Cost of advertising for annual fair	\$500	\$350
	June	North Loburn Home and School Association	Cost of materials for building a pergola	\$500	\$350
	June	Loburn School Board of Trustees	Towards cost of signage	\$500	\$500
					\$ 11,559
Kaiapoi-Tuahiwi Community Board 10.136.100.2410					\$ 7,600
	August	Reflections Community Trust	Toward costs of hiring bouncy castles for Waimakariri Light Party	\$475	\$475
	August	Pines and Kaiaraki Beach Association	Towards the cost of promotional material advertising and signage for the new hall	\$477	\$477
	Sept	Kaiapoi North School Raupo Team	Outdoor play equipment	\$500	\$0
	Sept	Coastguard North Canterbury	Replacement rescue vessel	\$500	\$500
	Sept	Tuahiwi School	Tuahiwi Ka Matakura O Ruataniwha 2018 event	\$500	\$500
	Nov	KPA	Float for Kaiapoi North School	\$ 500	\$ 435
	Dec	You Me We Us	Towards Waitangi Day 2019 event	\$ 500	\$ 500
	Feb	Karanga Mai Early Learning Centre	Towards the purchase of a washing line and wireless speaker	\$ 415	\$ 415
	Feb	Kaiapoi Baptist Church	Upgrade of PA system	\$ 500	\$ 500
	March	Waimakariri Arts Trust - Kaiapoi Arts Expo	Running costs of the Kaiapoi Art Expo	\$ 500	\$ 500
	April	Clarkville Playcentre	Double seated tricycle & three balance bikes	\$ 420	\$ 420
	April	Presbyterian Support	Towards cost of running the event An Expo of Ideas to Live Well and Give Well	\$ 500	\$ -
	June	Kaiapoi Toy Library	Towards the cost of new toys	\$ 500	\$ 500
	June	Person to Person Trust	Towards resources for interactive sessions	\$ 500	\$ 500

	June	Community Patrols of New Zealand	Towards first aid courses	\$ 500	\$ 800
	June	All Stars Marching Team	Towards the cost of a training camp	\$ 500	\$ 500
					\$ 7,022
Oxford-Ohoka Community Board 10.139.100.2410					\$ 6,520
	July	Ohoka Netball Club	New playing uniforms	\$ 500	\$ 500
	Sept	Ohoka School	150th celebrations	\$ 500	\$ 500
	Oct	Oxford Community Mens Shed	Spring into Oxford event	\$ 500	\$ 500
	Oct	Oxford Community Garden	Potting mix and other gardening necessities	\$ 343	\$ 343
	Oct	Waimakariri Gorge Golf Club	UV water purification system	\$ 500	\$ 500
	Oct	Oxford Playcentre	New vacuum cleaner	\$ 500	\$ 500
	Oct	Coastguard North Canterbury	New rescue vessel	\$ 500	\$ 500
	Nov	Eyreton Pony Club	Planting of trees	\$ 450	\$ 450
	Nov	Clarkville Playcentre	Puzzles	\$ 500	\$ 500
	Nov	Oxford Community Trust	Holiday Programme trip to Quail Island	\$ 500	\$ 500
	Feb	Aimtru Archers Club Incorporated	Towards the cost of equipment (arrows) to introduce new programmes for people with disabilities	\$ 500	\$ 500
	Feb	Oxford Promotions	Signage Oxford Winter Lights festival	\$ 500	\$ 500
	March	Waimakariri Arts Trust - Kaiapoi Arts Expo	Towards advertising	\$ 500	approved for 2019/20
	June	Ohoka Women's Institute	Towards purchase of park bench	\$ 500	\$ 727
					\$ 6,520

Information to assist groups with their application

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

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

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

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

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

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

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

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

- ✓ New equipment
- ✓ Toys/educational aids
- ✓ Sporting equipment
- ✓ Safety equipment
- ✓ Costs associated with events
- ✓ Community training

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 2019 to June 2020) 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 application should clearly state the purpose for which the money is to be used.
- The applicant 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 supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An accountability form must be provided to the Council outlining how the funds were applied, within 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, bank 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, 34 Main Street, 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's decision and if successful an invoice and your organisation's bank account details will be requested.
- On receipt of this information payment will be processed to your organisation's bank account.

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-11-06 / 190805108810

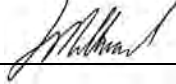
REPORT TO: Rangiora-Ashley Community Board

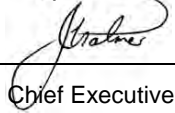
DATE OF MEETING: 11 September 2019

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Update on the work being done by the Waimakariri Student Volunteer Army who was awarded the 2018 Waimakariri Youth Development Grant.

SIGNED BY:
(for Reports to Council or Committees)


Department Manager


Chief Executive

1. SUMMARY

1.1 This report provides an update to the Rangiora-Ashley Community Board on the work done by the Waimakariri Student Volunteer Army (Volunteer Army) who was awarded the 2018 Waimakariri Youth Development Grant.

Attachments:

- i. Photos of the work undertaken by the Waimakariri Student Volunteer, Army (Trim No: 190805109165).
- ii. 2019 Youth Development Grant Application Form (Trim No: 190802108414).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board Community Board:

- (a) **Receives** report No. 190805108810.
- (b) **Acknowledges** the work being undertaken by the Waimakariri Student Volunteer Army.
- (c) **Notes** the process to be undertaken for the awarding of the 2019 Youth Development Grant.

3. BACKGROUND

- 3.1. On 29 May 2018 the Council approved the introduction of an annual Waimakariri Youth Development Grant of \$4,000. The grant is aimed at young people living in the District aged between 16 and 22 years.
- 3.2. The Purpose of the Grant/Criteria for applications was as follows:
 - a. To enhance and grow young people's personal development
 - b. To enhance young people's leadership skills; AND
 - c. To enhance the community in which young people live
 - d. To help and benefit others
- 3.3. The Youth Development Grant was launched on 9 August 2018 with a closing date of Monday 10 September. Two applications were received and on 17 October 2018 a grant of \$3,000 was awarded to Isabella Kingston and Carli Wells for the establishment and running of a Student Volunteer Army.

4. ISSUES AND OPTIONS

- 4.1. Since the establishment of the Volunteer Army they have grown in numbers and there are approximately 12 permanent members with additional volunteers sourced on a project for project basis.
- 4.2. The Volunteer Army only spent \$1,032.41, of the grant allocated to them, mainly on high visibility vests, work gloves, a first aid kit and on spades. Thus enabling them to do various volunteer work within the community. They are also in the process of purchasing a marquee which is expected to cost an additional \$700.
- 4.3. The Volunteer Army participated in various activities, such as the Kaiapoi High School's juniors' Community Day in December 2018 where they helped at the Silverstream Reserve, the Kaiapoi Community Garden and the Darnley Club. At the beginning of 2019 the Volunteer Army dressed up as pirates/mascots for the Kaiapoi River Carnival and marshalled for both the Amazing Race and the Fun Run.
- 4.4. In May 2019, the Volunteer Army assisted the Kaiapoi RSA with the catering for the volunteer fire brigade on exercise at Blue Skies. Later the same month, they had a collaborative project with the University of Canterbury SVA, out at the Silverstream Reserve where they helped with the planning of trees.
- 4.5. On 7 July 2019, the Volunteer Army collected donations for Heart Kids, a charity dedicated to improving the lives of families with one or more child living with a heart condition. Heart Kids rely solely on the support from the community and supporters to provide their services, so the Volunteer Army's assistance was highly appreciated. On 8 July 2019 they worked with the Tūhaitara Coastal Park Rangers to plant 900 trees as part of the restoration project at Pines Beach.
- 4.6. Members of the Youth Development Grant Committee (Community Board Chairpersons) met with the representatives of the Volunteer Army on 5 July 2019, to receive feedback on the work being done. It was clear that the students found the experience very rewarding and wished to continue with the Volunteer Army. They are aiming to extend the Volunteer Army to include other schools in the district.
- 4.7. The success of the Volunteer Army has clearly indicated the benefit for the awarding of the Waimakariri Youth Development Grant and encourage it to continue. Applications for the 2019 Youth Development Grant will be opening in mid-September 2019 and close in early November 2019. It is envisaged that the Youth Development Grant Committee, consisting of the four Community Board Chairs and a representative of the Youth Council will convene in mid-November 2019 to consider the 2019/20 applications
- 4.8. The Management Team has reviewed this report and supports the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

Not Applicable.

5.2. Wider Community

Not Applicable.

6. FINANCIAL IMPLICATIONS AND RISKS

6.1. Financial Implications

The Annual Plan for 2019/20 includes budget provision for the Youth Development Grant of \$4,000 per annum.

If there are no suitable applicants or the fund is not fully expended in any one year, the funds return to the Council and are NOT carried forward. It is anticipated that the Grant Fund will remain at \$4,000 per annum and is not subject to cumulative carry forwards.

6.2. Community Implications

The opportunity is available to all young people living in the district between 16 years and 22 years of age at time of application. The applicant will only be granted funds on the basis of the benefit to others and not solely to themselves.

6.3. Risk Management

The Youth Development Grant Committee engages on a regular basis with the successful young person and assisted in identifying any obstacles to completion of the activity or remedial action.

References for the young person were mandatory.

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

Not Applicable.

Thea Kunkel
Governance Team Leader

Dear Thea

In December 2018, we had a juniors community day where we helped out at Silverstream reserve, the Kaiapoi Community Garden and the Darnley club.

At the start of 2019, we dressed up as pirates/mascots for the Kaiapoi River Carnival and marshalled for both the Amazing Race and the Fun Run.

In May, we assisted the Kaiapoi RSA in the catering for the volunteer fire brigade on expertise at Blue Skies. Later that month we had a collaborative project with the University of Canterbury SVA, out at the Silverstream reserve.

On the 7th of July, we collected donations for heart kids, and on the 8th, contributed to a restoration project at Pines Beach, working with the Tūhaitara Coastal Park Rangers.

The total funds we've spent so far comes to \$1,032.41 we spent \$602.09 on high vis vests on the 1st of March, \$149.40 on gloves on the 18th of May, \$79.95 on a first aid kit on the 18th of May, \$200.97 on spades and Gloves on the 8th of June to help outfit our volunteers. We are also in the process of purchasing a marquee which will be roughly \$700.

I have attached several images taken from some of our planting events over the past months if you need more, or from different events, I would be more than happy to send them to you, or you should be able to find them on our Facebook page.

Ngā Mihi,

Artemis Hingston,
Sasha Kerrigan,
Waimakariri Student Volunteer Army







YOUTH Development Grant

Application Form



November
1



You **MUST** get your application to us by 1 November 2019.

November
2019



You **MUST** be able to attend the Grant Committee meeting during November 2019.

December
2019



If you are successful you **MUST** be able to attend the Review meeting during December 2019.



Waimakariri District Council Youth Development Grant 2019 Criteria

Purpose of the Grant

To support one or more young people seeking:

- To enhance and grow their personal development
- To enhance their leadership skills **and**
- To enhance the community in which they live
- To help or benefit others.

General overview

Available to young people living in the Waimakariri District aged between 16 and 22 at the time of application.

A Grant of up to \$4,000 will be available for allocation to suitable applicants in any one year.

The Committee may award more than one Grant up to a combined maximum of \$4,000 in the 2019/2020 financial year (1 July 2019 to 30 June 2020).

Application Process outline

Applications will open on 16 September 2019 and close at 4pm on 1 November 2019.

Applications must be fully completed and supported by two references. For example teacher, school principal, employer, faith leader, youth worker or community group leader. One reference may be permitted from a member of the applicant's wider family.

Applications will be considered and Grant(s) awarded in November 2019.

Selection Process

The Youth Development Grant Committee includes the four Community Board Chairs and an appointee of the Waimakariri Youth Council.

The Committee is the sole decision making body.

The Committee will meet in November 2019.

Short listed applicants will be expected to come along to present their application to the Committee and to answer any questions that the Committee may have.

We will contact you in November if you have been selected to present to the Committee and what time we would like to see you.

You will be expected to present an overview of your proposed project/activity to the Committee and you may choose how you do this.

It could be using a Powerpoint presentation, flip chart, video or anything you feel will highlight why the Committee should award the Grant to you.

The Committee members will ask all applicants a series of general questions to help them make a decision. They may also ask some specific questions about you and your project/activity.

The presentation and questions should take no more than 20 minutes and will be relatively informal. We want to support and encourage you to do well and it is not intended to be daunting.

Looking after the money and supporting you on your project/activity

If you are successful we will work with you to formalise an agreement on how the Grant will be paid to you and at what stage. This is really important as we all need to be sure that the Grant is spent on the project/activities you have told us about. We will also make this as straight forward as we can and help you to do this.

We will need you to sign a Financial Accountability Agreement and confirm with one of your referees that you have understood the agreement and that all the financial information you give to us will be accurate and truthful.

If you have a problem at any time with the project, or get stuck on something, we ask that you tell us straight away so that we can help you. We want to work with you to figure things out.

One of the Committee members will contact you from time to time to offer support and encouragement.

Other stuff

If the Committee determines that the full fund should NOT be allocated (in October) a further application round may take place in February/March 2020.

If you are selected you will be expected to update the Committee regularly on your progress. We will work with you to agree how often and when this should be.

In all cases there will be an initial review in December 2019.

If you have any questions please email us at com.board@wmk.govt.nz or call Thea on 0800 965 468

A FEW FORMALITIES

If you have any questions please email us at com.board@wmk.govt.nz or call us on 0800 965 468 and ask for Thea.

Personal Details

Name

Mobile/contact number

Address

Email

Date of Birth

Referee One Details*

Name

Mobile/contact number

Address

Email

Relationship to you

Referee Two Details*

Name

Mobile/contact number

Address

Email

Relationship to you

***Please note that each of your referees MUST provide a formal reference letter of support for you and your project. These need to be submitted with your application.**

(Remember only one reference is permitted from a member of your wider family.)

NOW IT'S OVER TO YOU...

Please tell us as much as you can about your project or activity. You can send us electronic copies of any additional or supporting information that you think is important and will help us understand more about you and your application. (Before you begin please make sure you have read the Grant Criteria.)

We will make an initial assessment based on what you tell us in your application.

- 1 Tell us a little bit about yourself, including your aspirations and goals. (At least 200 words)**

2 What would you like to use the Grant for? Make sure you tell us about how you will benefit and also who else will benefit if you are successful. (At least 500 words)

3 How long will the project or activity take? Tell us about any key milestones or stages.

4 How will you know it's going well and what will you do if things are not going to plan?

- 5** What will it cost? How have you calculated this? How much money are you seeking?
- 6** If you aren't successful this year, what will you do to still try to achieve your project or activity?
- 7** Tell us why you chose your two referees.

Youth Development Grant 2019

Final Declaration

Well done - Your Application Form is nearly complete

Now you need to print your application so that both you and one of your Referees can sign in the boxes below.

Applicant Declaration

I _____ (full name) confirm that I live in the Waimakariri District and that the information presented in my application is accurate to the best of my knowledge.

Signed _____ **Date** _____

Referee Declaration

Please ensure at least one of your referees signs here.

I _____ (full name) confirm that I will support the applicant with their chosen project/activity and that the information supplied by the applicant is accurate to the best of my knowledge.

Signed _____ **Date** _____

Don't forget to include

- Proof of age – copy of birth certificate, passport or driving licence
- Financial or cost information for your project/activity
- Your reference letters from your two referees
- Additional information. Tell us what else you have included so we can make sure we have received it:

You can either print everything and deliver it to us or you can send electronic copies by email.



When you are happy that you have everything ready you can print everything and deliver it (attention: Thea) to any of the Rangiora, Kaiapoi or Oxford Service Centres.



Alternatively you can scan the signed application form and email it (attention: Thea) with electronic copies of all the other information to records@wmk.govt.nz

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-11-06 / 190717100678

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 11 September 2019

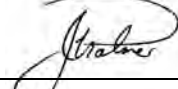
FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Summary of Discretionary Grant Accountability 1 July 2018 to 30 June 2019.

SIGNED BY:
(for Reports to Council or Committees)



Department Manager



Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to update the Rangiora-Ashley Community Board on the Board's Discretionary Grant applications for the 2018/19 financial year, including accountability forms received to date.
- 1.2. The Board will remember that a report detailing the first half of the year was presented at its 13 February 2019 meeting. At that time four accountability forms had been received (North Canterbury Model Railway Club Inc Trim Ref: 180829097946, North Canterbury Citizens Advice, Trim Ref: 181127139071, Rangiora Croquet Club Inc, Trim Ref: 190116003768 and McAlpines North Canterbury Pipe Band Inc, Trim Ref: 190130010584).

Attachments:

- i. Accountability Form from Reflections Community Trust (Trim Ref: 190313033297).
- ii. Accountability Form from Coastguard North Canterbury Inc (Trim Ref: 190205012992)
- iii. Accountability Form from International Day of Older Persons (Trim Ref: 190312031500)
- iv. Accountability Form from Community Wellbeing North Canterbury Trust (Trim Ref: 190412055568)
- v. Accountability Form from Rangiora High School Nursery School (Trim Ref: 190207013599)
- vi. Accountability Form from Rangiora Toy Library (Trim Ref: 190607080268)
- vii. Accountability Form from Waimakariri Timebank (Trim Ref: 190530077191)
- viii. Accountability Form from North Loburn School (Trim Ref: 190531077381)
- ix. Accountability Form from North Canterbury Musical Society (Trim Ref: 190531077597)
- x. Accountability Form from Waimakariri Arts Trust (Trim Ref: 190819115282)
- xi. Accountability Form from Rangiora Gymnastics Club (Trim Ref: 190812112056)
- xii. Accountability Form from North Canterbury Athletic Club (Trim Ref: 190712098825)
- xiii. Accountability Form from North Loburn Home and School Ass. (Trim Ref: 190730106075)
- xiv. Accountability Form from Ashley Playcentre (Trim Ref: 190819115245)

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No 190717100678
- (b) **Circulates** a copy of this report to all of the Community Boards.

3. **ISSUES AND OPTIONS**

- 3.1. The Council allocates the Rangiora-Ashley Community Board a set amount of funds to distribute, by application, to non-profit groups, registered charities and incorporated societies who have strong links to, and benefit, the communities of the Rangiora-Ashley community area.
- 3.2. The allocation for the 2018/19 financial year was \$10,400. There was however \$1,113 carried over from previous financial year. Thus the total funds available for allocation during the 2018/19 financial year was \$11,513.
- 3.3. By 30 June 2019 the Board had considered 26 applications of which 25 were approved and one declined.

	Group	Project	Amount granted	Month funds granted	Comments
1	North Canterbury Model Railway Club Inc.	Signage to promote Sunday Markets	\$410	July	Invoice received 8/08/2018 Accountability previously reported 13/02/19
2	All About Bees	Cost relating to the Bee Expo	\$0	August	Declined
3	Reflections Community Trust	Waimakariri Light Party	\$292	September	Invoice received 18/09/2018 Accountability Form received 14/3/19
4	Citizens Advice North Canterbury	Anniversary celebrations	\$500	September	Invoice received 23/10/2018 Accountability previously reported 13/02/19
5	Coast Guard	Rescue boat	\$500	September	Invoice received 9/10/2018 Accountability Form received 5/2/19

	Group	Project	Amount granted	Month funds granted	Comments
6	International Day of Older Persons	Concert and afternoon tea	\$500	September	Invoice received 12/3/19 Accountability Form received 12/3/19
7	McAlpines North Canterbury Pipe Band	Towards costs of sending a Piper to the RNZ Pipe Band Summer School	\$395	October	Invoice received 28/11/2018 Accountability previously reported 13/02/19
8	Rangiora Croquet Club	Installation of electricity supply and air compressor	\$400	November	Invoice received 27/11/2018 Accountability previously reported 13/02/19
9	Community Wellbeing North Canterbury Trust	Cost of booklets "Guides Whanau Care course"	\$480	November	Invoice received 11/12/2018 Accountability form 12/04/2019
10	Cust Tennis Club	Towards balls for junior teams	\$500	November	Invoice received 25/2/19 Awaiting Accountability Form Reminder sent 29/05/19
11	Rangiora High School Nursery School	Towards sensory equipment	\$500	November	Invoice received 27/11/2018 Accountability Form 7/02/2019
12	Rangiora Toy Library	Towards new bike and trike	\$500	November	Invoice received 9/4/19 Accountability Form 6/6/2019
13	Waimakariri Timebank	Towards promotional materials	\$500	December	Invoice received 15/1/19 Accountability Form 30/5/2019

	Group	Project	Amount granted	Month funds granted	Comments
14	North Loburn School	Storage shed	\$500	December	Invoice received 20/12/19 Accountability Form 31/5/2019
15	Presbyterian Support	An Expo of Ideas to Live Well and Give Well	\$500	February	Invoice received 21/02/19 Awaiting Accountability Form Reminder sent 29/05/19 17/07/19
16	North Canterbury Musical Society	Replacement signage	\$500	March	Invoice received 19/03/19 Accountability Form 31/05/19
17	Waimakariri Arts Trust - Kaiapoi Arts Expo	Advertising in the Northern Outlook	\$500	March	Invoice received 29/03/2019 Accountability Form 19/08/19
18	Cust Netball Club	Uniforms for Year 7/8 teams	\$500	April	Invoice received 14/05/2019 Awaiting Accountability Form Reminder sent 29/05/19
19	Rangiora Gymnastics Club	Two sets of panel mats	\$500	May	Invoice received 12/08/19 Accountability Form 12/08/19
20	North Canterbury Athletic Club	Towards cost of crop tops	\$432	May	Invoice received 16/07/2019 Accountability Form 16/07/2019
21	North Loburn Home and School Ass.	Materials for building a pergola	\$350	June	Invoice received 17/07/2019

					Accountability Form 30/07/19
	Group	Project	Amount granted	Month funds granted	Comments
22	Thrive Church	Venue and equipment hire	\$500	May	Invoice received 08/08/19 Awaiting Accountability Form
23	Ashley Playcentre	Arts and craft resources	\$500	May	Invoice received 21/05/2019 Accountability Form 19/08/19
24	Salvation Army - Just Brass	Music stands for school programme	\$450	June	Invoice received 31/07/19 Awaiting Accountability Form
25	Soroptimist North Canterbury	Advertising for annual fair	\$350	June	Invoice received 19/07/2019 Awaiting Accountability Form
26	Loburn School Board of Trustees	Signage	\$500	June	Awaiting Invoice Awaiting Accountability Form

- 3.4. As at 1 September 2019, seven Accountability Forms are outstanding. Please note that while some forms are outstanding, the groups have six months within which to return their accountability form.
- 3.5. Reflections Community Trust utilised the funds provided by the Board to advertise the Waimakariri Light Party. The event included a range of activities for families as an alternative to Halloween including horse and carriage rides, jeeps, dog display, trampoline mats and clowns. The Trust received a special not-for-profit rate for the North Canterbury News and was therefore able to refunded \$199.64 of the grant awarded.
- 3.6. The Coastguard North Canterbury Inc. applied to all four Community Boards for funding towards the cost of a replacement coastguard vessel. These funds have contributed to the overall cost of building a new coastguard vessel. The project is still underway and due for completion in the coming months. The contribution from the Oxford-Ohoka Community Board helped to achieve the target of starting the build prior to Christmas 2018. The Coastguard has promised an update once this project has been completed.

- 3.7. International Day of the Older Person utilised the funds to hold an event for older people in the community in celebration of the day. Ninety people attended the event and entertainment included a local Opera singer and Country and Western music. The funds also assisted with the hosting of the afternoon tea.
- 3.8. Community Wellbeing North Canterbury Trust was appreciative of the funding which was used for workbooks for participants of their Family Whanau Care Parenting Course. At the time of submission their current course had 14 participants and the next was being planned.
- 3.9. Rangiora High School Nursery School put the funding towards specialised play equipment for sensory processing which can assist children to self-regulate behaviour.
- 3.10. Rangiora Toy Library requested funding to go towards a new bike and trike. The new Giant bike has replaced a very well loved old bike. The Wishbone 3 in 1 recycle edition bike have filled the gap for children who are developing confidence from tricycle to a bicycle.
- 3.11. Waimakariri TimeBank requested funding towards promotional material to support the growth of TimeBank. A thousand copies of their newly designed brochure have been printed and will be distributed to help build the member base.
- 3.12. North Loburn School utilised the funding to build a storage shed to store their collection of barrows used by children for the Garden to Table program.
- 3.13. North Canterbury Musical Society used the funding to provide new permanent signage for their repaired building – Northbrook Studios. They will send photos once the signage has been installed.
- 3.14. The annual Kaiapoi Art Expo was hosted by the Waimakariri Arts Trust and they requested funding to go towards a half page advertisement in the North Outlook. This year's event was again successful attracting over 3,500 visitors with a total of 166 artworks sold totalling \$32,985
- 3.15. Rangiora Gymnastics Club used the funding received from the Board to purchase two Gympro folding safety mats. These mats are used on a daily basis to provide a safe landing platform under the gymnastics equipment for the children.
- 3.16. The North Canterbury Athletic Club purchased ten new competition crop tops with the funding. The crop tops are more 'fitted' than their singlets and more suitable to wear when competing in events such as sprints or high jump.
- 3.17. North Loburn Home and School Association purchased a second hand pergola which will be installed at the back track in the coming months. It will provide a local community area for families to relax and have a picnic while using the newly completed bike track.
- 3.18. Arts and Crafts is an essential component of the Ashley Playcentre's curriculum and they therefore used the funding to purchase art and craft supplies that are used at every session.
- 3.19. According to the Board's Grant Criteria, Accountability Forms are due within six months of the grant being allocated, when funds are spent, or prior to a new application. Staff will continue to liaise with the groups to ensure that the Accountability Forms are returned.

3.20. If a group submit an application in the future, they will be reminded that new applications will not be considered by the Board until the outstanding Accountability Form from previous applications has been completed and returned.

3.21. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

Not applicable.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Board allocates funds to groups who meet the criteria set out in the application form.

5.2. Groups must complete and return an Accountability Form to be eligible for future applications.

6. CONTEXT

6.1 Policy

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

6.2 Legislation

It is a delegation of the Board to distribute this fund as per clause 12 of the delegations to Community Boards, S-DM 1041.

6.3 Community Outcomes

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

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

Thea Kunkel
Governance Team Leader

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 publically available.

Name of group: Reflections Community Trust
 Date: 31st October Amount allocated: \$ 291.64 cents
 Purpose for grant: For Advertising costs

Please give details of how money was spent:

For Advertising costs \$ 80.00
 gst \$ 12.00
 \$ 92.00
Refund due to you \$ 199.64 cents

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:

The Waimakariri Light party event held a multitude of activities & horse & carriage rides, bungee units, jeeps dog display, trampoline mats, clowns and much more. The benefit to our community is related to families attending an alternative to Halloween at a most reasonable \$2 donation, also keeping our children off the streets, but still enabling them to be part of the atmosphere of Halloween. We have 3000/5000 attendees each year join us.

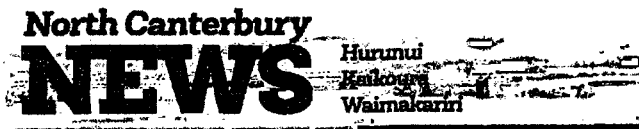
(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>13/03/2019</u>	Date	<u>12/03/2019</u>
First contact name	<u>JULIE KNOWLES</u>	Second contact	<u>PATELY GARDNER</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>TRUSTEE</u>	Position	<u>CHAIRMAN</u>
Phone	<u>021 157 6914</u>	Phone	<u>03 327 8913</u>
Address	<u>21 Bridget Lane Rangiora 7400</u>	Address	<u>108 TRAM ROAD CLARKVILLE</u>

WAIMAKARIRI DISTRICT COUNCIL
 RECEIVED: 13 MAR 2019
 To: Edwina

Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Com.Board@wmk.govt.nz



Allied Press

Val Genet

Sales and Distribution

027 807 2251 or 03 313 3338

val.genet@ncnews.co.nz

77 - 83 High Street, Rangiora

PO Box 86, Amberley 7441

www.ncnews.co.nz

3 July 2018

Tiana Wills
Trust Administrator and Event Coordinator
Reflections Community Trust
KAIAPOI

Dear Tiana

QUOTE FOR ADVERTISEMENT

The cost for the 8x2 (80mm high/deep x 64mm wide) at our not-for-profit rate of \$5.00 + GST per column centimetre would be \$80 + GST.

Please contact me if you would like to book this advertisement into an upcoming issue.

Kind regards

A handwritten signature in black ink, appearing to read "Val Genet", written over a horizontal line.

VAL GENET
03 313 3338



2018 Waimakariri Light Party

Wednesday 31 October 2018 – 4.30pm to 7.30pm
 Wylie Park, Kaiapoi

Debrief Report to Sponsors, Donors and Supporters

Despite heavy rain the day before, the local community came out in force to join in the fun at the Waimakariri Light Party, Wylie Park, Kaiapoi, on Wednesday 31 October 2018.

Now in its 14th year of providing a safe, fun, non-scary alternative to traditional Halloween activities, the



Waimakariri Light Party was once again well attended, with approximately 4,500 pre-schoolers, children, teenagers, parents/caregivers and other family members enjoying the variety of entertainment, activities, rides, food and drink on offer. Our team of volunteers handed out over 350 bags of lollies much to the delight of many children.

Waimakariri Light Party was once again well attended, with approximately 4,500 pre-schoolers, children, teenagers, parents/caregivers and other family members enjoying the variety of entertainment, activities, rides, food and drink on offer. Our team of volunteers handed out over 350 bags of lollies



Local Waimakariri National MP, **Matt Doocey** officially opened the event at 4.30pm



(above left with Master of Ceremonies *Marynita Phillips*), followed by an opening waiata performed by **Kaiapoi High School Kapa Haka Group** (above right.) The stage entertainment continued throughout the evening with performances from **Starz in your Eyez** character mascots – Minion, Dora the Explorer and Peppa Pig, parachute fun with the **Natural Magic Pirates** (above left) and **Kaiapoi North Primary School** performing kapa haka (right.).



Between stage acts, our non-scary fancy dress competition took place. The three age categories were 5 years old and under, 6 to 8 years old (left) and 9 years old plus.

Funtime Events entertained with:



- Bungy Unit (*far left*)
- Water Walkers
- Bumper Boats (*left*)

Bubbling with Energy provided:



- Climbing Wall (*right*)
- Inflatable Fly Wall (*left*)
- Regency Bouncy Castle
- Radical Run
- Clown Slide
- Gladiator Dual



Fun HQ brought along their Backyard Club bouncy castle which proved popular with pre-schoolers (*Below left.*) Wreckem Ball (*below middle*) and Flip out Trampolines (*Below right*) were a big hit with older children.



Pedalmania's crazy fun bikes are always popular with the children (*left.*)

Gypsy Divines brought along their beautiful horse and carriage (*right*) and The Waimakariri Dog Training Club



showed off their dogs' agility skills (*below left.*)



Driveworld Playground (*below left*) and Fantasy Airbrushing (*below middle*) both brought along mini jeeps, and children enjoyed Seftonian Battle-Sports (*below right*).





Wandering entertainment acts roaming the crowds this year included Lieutenant Lou Lou (*left*), Silly Billy the Clown (*middle*) Sweet Milly, Josh Grimaldi (*right*), and Melanie Poppins.



Food and refreshments were also on hand at the Waimakariri Light Party provided by community groups who were fundraising for their groups: **Riverside Community Church** sold burgers (*left*), **Rangiora Scout Group** sold hot chips and sausages, **Kaiapoi Grey Raven Scouts** held a sausage sizzle, **Kaiapoi Baptist Church Youth Group** sold candy floss.

Commercial food vendors included: **Mr Whippy**, **Olga Coffee**, **American Donut Delight**, **Arin Sushi and Dumplings**, **Mobile Food Special Events**, **Alt Kitchen**, **Yummy Treats**, **All Caked Up by Lisa** and **Crazy Spuds**.

Local community groups and businesses attended to promote their organisations including **Rangiora Toy Library** (*right*), **Kaiapoi Toy Library**, **Eco Educate** (*below left*), **Kaiapoi Volunteer Fire Brigade** (*below middle*), **Kaiapoi St John Ambulance** (*below right*), **Coastguard North Canterbury**, **Police**, **North Canterbury Neighbourhood Support**, **Kaiapoi Food Forest**, **North South First Aid**, and **Doterra**.



Our volunteers carried out a random survey asking attendees their opinion on the Waimakariri Light Party. Their feedback helps the Committee to ascertain whether changes need to be made to make the following year's event even better. Comments made by participants included: *Great community event; Loved the atmosphere; A very well put together event!*

A big thank you to the **Kaiapoi Photographic Club** for taking fantastic photos throughout the event and to **Huge Sound** for providing the sound system.

Finally, the Waimakariri Light Party would not be the fantastic event that it is without the generous support and donation of time from our volunteers. Thank you to everyone who volunteered at the 2018 Waimakariri Light Party. With special thanks to **Community Patrol Kaiapoi** for keeping us all safe at the event, and a special thank you to **Huge Sound** for providing our sound system. We also acknowledge the generous support of grant funding organisations, local churches and local businesses who provided funding, and sponsored goods for prizes the Waimakariri Light Party.



Thank you



To all the donors, sponsors and volunteers
who have made the Waimakariri Light Party a HUGE success.

Many children & youth have benefited from your generosity & willingness to help an event that celebrates a positive alternative to Halloween in a safe & fun way.

Support received from local Churches

John Knox Presbyterian Church
Kaiapoi Anglican Parish
Kaiapoi Baptist Church

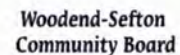
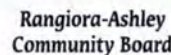
Kaiapoi Co-operating Parish
Rangiora Anglican Parish
Waimakariri Catholic Parish

Thanks to everyone for your help financial & voluntary

All Caked Up by Lisa
American Donut Delight
Antigua Boat Sheds
Arin Sushi & Dumplings
BNZ, Kaiapoi
Clip n Climb
Collins & Co Chartered Accountants Ltd
Community Patrol, Kaiapoi
Flip Out Trampolines
Graceworks Demolition
Helloworld Kaiapoi
Kaiapoi Mill and Storage
Kaiapoi Photographic Club
Kaiapoi Volunteer Fire Brigade
Larsen's Art 'n' Sign Studio
Majestic Doors & Windows
McAlpines Mitre 10 Rangiora
McDonald's, Kaiapoi

Men@Work
Mobile Foods Special Events
Mr Whippy
New World, Kaiapoi
Orana Wildlife Park
Placemakers, Kaiapoi
Rainbow Confectionery Limited
Rangiora Town Hall Cinemas
Rotary Club of Belfast Kaiapoi Inc
Sanders Contracting Ltd
Smith Hire
St John Volunteers, Kaiapoi
TR Group Christchurch
Waimakariri Aquatic Facilities
Waimakariri District Council
Westpac, Kaiapoi
Willowbank Wildlife Reserve
Woodford Glen Speedway

Support received from Funders



43 surveys were completed with a total of 75 participants recording details.

How did you hear about the Waimakariri Light Party?

Website	Newspaper	School	Posters / Signs	Friends	Facebook	Known/other
2	4	5	5	21	16	23
3%	5%	6%	6%	28%	21%	31%

* Including previously attended event, found out from family, church

What Age bracket are your children?

Pre-schooler	5 – 8 years	9 – 11 years	12 – 14 years	15 – 18 years	Older	Male	Female
19	21	19	6	2	8	30	45
25%	28%	25%	8%	3%	11%	40%	60%

* Caregivers, Parents, Grandparents, Older Siblings

Where do you normally live?

Kaiapoi	Rangiora	Woodend	Pegasus	Christchurch	Other
36	21	4	0	8	6
48%	28%	5%	0%	11%	8%

* Haswell, New Brighton ** Tuahiwi, Lincoln, Waikuku, Swananoa

Ethnicity

NZ European	Maori	Pacific	Asian	British	Other
44	14	6	3	8	0
58%	19%	8%	4%	11%	

How much would you be prepared to pay to attend the Waimakariri Light Party?

\$2.00 per person entry	\$5.00 per person entry	A charge per family*
39	11	25
52%	15%	33%*

Cap at \$10 for 2 adults and 2 children most common reply
\$5.00 per child, adults free

Additional Comments

- Loved the horse and carriage rides
- Mini jeeps were great.
- Doing a great job.
- Need more stuff for under 5's
- There were less rides than last year
- Loved the Pedalmania bikes
- Great community event
- Gets better every year
- Would like to have seen Facepainting
- Loved the free lollies
- Enjoyed the balloon animals
- Friendly staff and well organised
- Need more rubbish bins and toilets
- We love the bouncy castles
- Would like to see free food at the Light Party
- Get rid of the fancy dress competition
- Enjoyed the entertainers and songs
- More bouncy castles for pre-schoolers
- More food
- Queues too long for some rides
- Enjoyed the Pirate Show
- More singing, more music
- Loved the Bungy!
- Enjoyed the candy floss
- Parking needs to be better advertised
- How about a Maze?
- Need cheaper drinks
- Loved the atmosphere
- The dog agility display was great
- A very well put together event
- You guys do a great job!
- Need a petting zoo/farmyard
- More roaming entertainers to entertain people in queues
- Loved the food selection this year

Multiple comments that children loved the bouncy castles, enjoyed the Gypsy Divine horses, where was the Mickey Train, queues too long, want facepainting, more stuff for under 5's.

Out & About



Charlie Rowe enjoys hanging out with the minions.

Light up Halloween

Crowds of people descended on Wylie Park in Kaiapoi for the annual Light Party, a fun alternative to Halloween. There were dog agility courses, kapa haka, rides, food and more.



Lillian and Edith Bourne-Webb enjoy their candy-floss.

Photos: KIM NUTBROWN/STUFF





Thank you



To all the donors, sponsors and volunteers
who have made the Waimakariri Light Party a HUGE success.

Many children & youth have benefited from your generosity & willingness to help an event that celebrates a positive alternative to Halloween in a safe & fun way.

Support received from local Churches

John Knox Presbyterian Church
Rangiora Anglican Parish

Kaiapoi Co-operating Parish
Kaiapoi Baptist Church

Kaiapoi Anglican Parish
Waimakariri Catholic Parish

Thanks to everyone for your help, financial & voluntary

All Caked Up by Lisa
American Donut Delight
Antigua Boat Sheds
Arim Sushi & Dumplings
BNZ - Kaiapoi
Clip n Climb
Community Patrol - Kaiapoi
Flip Out Trampolines
Graceworks Demolition
Helloworld Kaiapoi
Kaiapoi Mill and Storage
Kaiapoi Photographic Club

Kaiapoi Volunteer Fire Brigade
Larsen's Art 'n' Sign Studio
Majestic Doors & Windows
McAlpines Mitre 10 Rangiora
McDonald's - Kaiapoi
Men@Work
Mobile Foods Special Events
Mr Whippy
New World - Kaiapoi
Orana Wildlife Park
Placemakers - Kaiapoi
Rainbow Confectionary Limited

Rangiora Town Hall Cinemas
Sanders Contracting Ltd
Smith Hire
St John Volunteers - Kaiapoi
TR Group Christchurch
Waimakariri Aquatic Facilities
Waimakariri District Council
Westpac - Kaiapoi
Willowbank Wildlife Reserve
Woodford Glen Speedway
Rotary Club of Belfast Kaiapoi Inc
Collins & Co Chartered Accountants

Support received from local Families

13/03/2019

Community Board Advocate
Kaiapoi Woodend, Rangiora Community Boards
C/- Waimakariri District Council
Private Bag 1005, Rangiora 7440

Re: ACCOUNTABILITY REPORTS FOR ADVERTISING COSTS, SIGNAGE, BOUNCY CASTLE– WAIMAKARIRI LIGHT PARTY 2018

Dear Kay

On behalf of the Trustees of the Reflections Community Trust ("the Trust"), I **attach** our completed Accountability Reports, together with supporting documentation, for your attention.

The Trust would like to thank the Waimakariri Community Boards for providing funding towards Advertising costs, Signage and a Bouncy Castle for the Waimakariri Light Party. It is always very much appreciated.

Due to the Northern Outlook newspaper forgetting to publish our community notices in their newspaper leading up to the event, we have a refund of \$199.64 due to you, also Big Bounce cancelled two days out of the event due to family sickness, I was lucky enough to get Fun HQ to take their place, with only one bouncy castle instead of original plan of two, we have a refund of \$95.50 lastly our costs were less than anticipated for signage with Larsens and we have a refund of \$120.97. Please may we have your bank details to enable us to provide you with a refund.

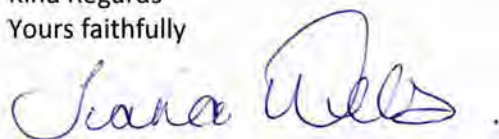
Around 5,000 people attended the Waimakariri Light Party this year, and by all accounts the gathering was a positive and fun experience for all and a special occasion indeed being our 15th year providing this wonderful community event in the Waimakariri.

Our "Thank you to our sponsors" large corflute sign was displayed on stage during the event. (a copy of it has also been published on our Facebook page <https://www.facebook.com/waimaklightparty/> and our website <http://www.waimaklightparty.org/our-sponsors.html>)

Once again, thank you to all of the above Community Boards for their ongoing generous support.

If you have any queries, please do not hesitate to contact me.

Kind Regards
Yours faithfully



Tiana Wills
Trust Administrator
022 4584 759

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 publically available.

Name of group: Coastguard North Canterbury Inc
 Date: 29.1.19 Amount allocated: \$ 500
 Purpose for grant: Towards the cost of a replacement Coastguard vessel

Please give details of how money was spent:

First installment of vessel build \$ 500
 \$
 \$

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:

These funds have contributed to the overall costs of building a new Coastguard vessel. The project is still underway and due for completion in the coming months. The grant from the Rangiora-Ashley Community Board helped us to achieve our target of starting the build prior to Christmas. We'll update you once the project nears completion.

Thank you.
 (Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>29.1.19</u>	Date	<u>30-1-2019</u>
First contact name	<u>Joanne Kyriazopoulos</u>	Second contact	<u>John J. Thompson</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>Grants Manager</u>	Position	<u>K.A.R. Coordinator</u>
Phone	<u>021 546 935</u>	Phone	<u>021 340 356</u>
Address	<u>470 Parnell Rd Auckland</u>	Address	<u>17 ISHAE WILSON RD KAIAROI 7630</u>

**Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440**

Com.Board@wmk.govt.nz





30 January 2019

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora
7440

For the attention of the Governance Team,

I have included the Accountability forms for the Kaiapoi-Tuahiwi, Woodend-Sefton, Rangiora-Ashley and Okford-Ohoka Community Boards funding granted in September 2018.

With a project of this magnitude the build of the Coastguard rescue vessel is still underway, however the grants from the boards have been used towards the costs of this build so far. Once the boat build is near completion we intend to update the four boards on the project with photos of the new boat.

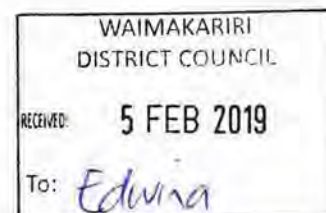
In addition, when the time comes to launch the vessel we would like to invite the boards to the launch event to acknowledge and be able to thank them for the support. We will notify you in due course.

Once again, thank you, it means a lot to the volunteer crew to know the Community is behind them.

Kind regards,



Joanne Kyriazopoulos



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 publically available.

Name of group: International Day of Older Persons

Date: 21/02/2019 Amount allocated: \$500.00

Purpose for grant To support the celebration of the day for the community of older persons

Please give details of how money was spent:

<u>Transport to the Venue</u>	<u>\$40.00</u>
<u>Entertainment</u>	<u>\$180.00</u>
<u>Towards the Afternoon tea</u>	<u>\$280.00</u>

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:

The International Day of the Older persons is an event the committee have organised and celebrated for the past 20 years.

We had 90 people attend this year's event held at the A & P Showgrounds in Rangiora.

This year we had entertainment that included a local Opera Singer, country & western music and an afternoon. It is enjoyed by the older people in the District.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>7.3.19</u>	Date	<u>07/03/19</u>
First contact name	<u>Vicki Luear</u>	Second contact	<u>Roni Jordan</u>
Signature	<u>V.K. Luear</u>	Signature	<u>Roni Jordan</u>
Position	<u>Customer Service Manager</u>	Position	<u>Volunteer Coordinator</u>
Phone	<u>03 313 8 588 ext. 30</u>	Phone	<u>03 313 85 88 Ex 26</u>
Address	<u>258 High St Rangiora</u>	Address	<u>258 High St Rangiora</u>

Return to: Governance Team
 Waimakariri District Council
 Private Bag 1032
 Rangiora 7450
 Com. Board@wairarapa.govt.nz

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 publically available.

Name of group: Community Wellbeing North Canterbury Trust

Date: 28.3.19 Amount allocated: \$ \$400.00

Purpose for grant To find workbooks for our participants for the Family Whānau care parenting course.

Please give details of how money was spent:

Workbooks x 30 \$ \$500.00
 \$
 \$

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:

Thankyou so much to the Rangiora-Ashley Community Board for this funding. Our current Family Whānau Care workshop is into its third week, with 14 participants. This 10-week course has been made possible by your funding - Thankyou again. Another course planned already.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>29 March 2019</u>	Date	<u>28.3.19</u>
First contact name	<u>Deirdre Ryan</u>	Second contact	<u>Lisa Newick</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>Manager</u>	Position	<u>Admin</u>
Phone	<u>083166374</u>	Phone	<u>027 621 8337</u>
Address	<u>Level 1129 High St Rangiora</u>	Address	<u>29 High St Rangiora</u>

Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Com.Board@wmk.govt.nz

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 publically available.

Name of group: Rangiora High School Nursey School
 Date: Amount allocated: \$ 500.00
 Purpose for grant:

Please give details of how money was spent:

<u>Modern Teaching Aids</u>	\$ <u>195.11</u>
<u>Every Educand</u>	\$ <u>390.96</u>
.....	\$

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:

Funding received towards the purchase of specialised play equipment to cater for children with ineffective Sensory processing. Using sensory strategies can assist children to calm down and self-regulate behaviour. Any financial assistance is appreciated.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>17/12/18</u>	Date	<u>31/12/18</u>
First contact name	<u>Nivienne Cumming</u>	Second contact	<u>Kathryn Goodwin</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>Head Teacher / Manager</u>	Position	<u>Financial Administrator</u>
Phone	<u>03 313 7734</u>	Phone	<u>03 313 5460 - 0273371884</u>
Address	<u>4 Wales Street Rangiora 7400</u>	Address	<u>224 Rangiora - Wooded Road R.D.1 Rangiora</u>

WAIMAKARIRI DISTRICT COUNCIL
 RECEIVED: **7 FEB 2019**
 To: Edwina

Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440
 Com.Board@wmk.govt.nz



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 publically available.

Name of group: Rangiora Toy Library
 Date: Amount allocated: \$ 500-
 Purpose for grant Purchase of bike and 3in1 wishbone bike

Please give details of how money was spent:

Push bikes Rangiora - Giant 16" bike \$ 284-
Baby on the move - wishbone 3in1 recycled bike \$ 275-
 \$

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:

Rangiora Toy Library was able to purchase two new bikes for our members. This has enabled us to 'retire' a well loved bike. Also with the addition of the wishbone 3in 1 bike gives families a bike that can change to suit a child's needs - trike -> bike

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>31-5-19</u>	Date	<u>31-5-19</u>
First contact name	<u>Kerry Jenkinson</u>	Second contact	<u>Sarah Neas</u>
Signature	<u>Kenkinson</u>	Signature	<u>Neas</u>
Position	<u>Vice President</u>	Position	<u>President</u>
Phone	<u>021 1083257</u>	Phone	<u>0225665441</u>
Address	<u>31 Mulberry St Rangiora</u>	Address	<u>7 Gerard Place Rangiora</u>

**Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440
 Com.Board@wmk.govt.nz**

6th June 2019

Dear Rangiora Ashley Community Board,

Rangiora Toy Library and its member families and children would like to sincerely thank you for your very generous grant of \$500 towards the purchase of a new Giant brand 16" Bike and a Wishbone 3 in 1 bike.

The Giant bike has replaced a very well loved and utilised bike in our library. Whereas the Wishbone 3 in 1 recycled edition bike has filled a gap of children who are developing confidence from a tricycle to a bicycle. The Recycled Wishbone is easily altered from a trike to a bike and is made from recycled carpet!

Thank you once again on behalf of all of our members

Kind regards,



Kerry Jenkinson
 Vice President & Grants Officer



16" Bike with
 stabilisers (easily
 removed)

**THANK YOU TO RANGIORA ASHLEY
 COMMUNITY BOARD GRANT**

Wishbone 3-
 in-1
 Convertible
 Bike / trike



PIC•COLLAGE

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 publically available.

Name of group: TimeBank Waimakariri Inc.
 Date: 30/05/2019 Amount allocated: \$ 500
 Purpose for grant Promotional resources to support the growth of TimeBank

Please give details of how money was spent:

Brochures printed \$ 648.32
 \$
 \$

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:

A professionally designed brochure has been created, 1000 copies purchased. The design cost was gifted to TimeBank and the Community Board funding covered the printing cost. These brochures will be distributed around to help promote the existence of the new TimeBank and build the member base. a copy of the brochure is attached.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>30/5/2019</u>	Date	<u>30/5/2019</u>
First contact name	<u>Ruth Zahner</u>	Second contact	<u>Wendy Howe</u>
Signature	<u>R. Zahner</u>	Signature	<u>W. Howe</u>
Position	<u>Chairperson</u>	Position	<u>Committee member - WDC rep.</u>
Phone	<u>022 098 5006</u>	Phone	<u>021 432 028</u>
Address	<u>70 Oxford Road Rangiora 7400</u>	Address	<u>ct. W.D.C</u>

Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440

Com.Board@wmk.govt.nz

THE POTENTIAL IS ENDLESS!

TimeBanking allows you to trade your time and skills with a wide range of people in all sorts of ways.

WHAT IF I DON'T HAVE ANY TIMEBANK CREDITS?

KEEP ON TRADING!

TimeBank is not about balancing the books, everyone will move in and out of credit at different times.

It is all about trading time in the community - giving and receiving.



WHAT IS TIMEBANK?

TimeBank is a way of offering your skills and connecting with your community.

You can gain credits for the tasks you do for others that you can then exchange to get things done for yourself.

HOW CAN I JOIN TIMEBANK?

Contact our Coordinator

E: tbwaimakariri@gmail.com
M: 021 0265 4071

Like our facebook page, send us a message and we will get in touch



TimeBank Waimakariri

www.waimakariri.timebanks.org



HOW DOES TIMEBANK WORK?

IT USES TIME AS CURRENCY: It's a system that values everyone's time and skills as equal, no matter what you have to offer.

By working together we can add strength and riches to our community, bringing 'wealth' in the form of friendship and having our needs met from within our own community.

HOW IS TIMEBANK DIFFERENT?

Because everyone's time is of equal value. It is not a charity, everyone contributes.

Skills that are often taken for granted are valued - especially skills like home help and caring, providing companionship, giving people a ride, helping with the shopping, and listening - to name a few.

WHAT CAN I OFFER?

You can offer to help with anything, except what you do for your taxable income. That could be utilising or sharing your skills, talents, resources, knowledge and time. People of all ages and abilities can contribute.

OUR VISION

To help build stronger and more connected communities in the Waimakariri district.

OUR MISSION

To provide the opportunity for people to share skills, talents and support through TimeBank.



TIMEBANK VALUES

- WE ALL HAVE SOMETHING TO GIVE
- SOME WORK IS BEYOND PRICE
- ASKING FOR HELP IS AS IMPORTANT AS GIVING HELP, AND TIMEBANK DOES BOTH
- WE NEED EACH OTHER
- EACH AND EVERYONE OF US MATTERS





www.northloburn.school.nz | office@northloburn.school.nz
Loburn White Rock Road, RD2, Rangiora 7472
Ph (03) 312 8852 | Fax (03) 312 8870

Friday 31st May

Dear members of the Rangiora - Ashley community board,

We are writing to thank you for the donation of \$500 that was given last year and that has enabled us to build a storage shed at school.

Our original plan was to purchase a ready made shed, however after carefully looking at our spaces we decided we could build a storage shed between two existing containers. This has become a very useful space and means we have a dry space for our garden barrows and tools.

As you can see from the report provided the \$500 was used to cover some of the costs and the school covered any extra.

I would like to apologise for not having this report done earlier. Thank you again for your support of our school.

Sincerely

A handwritten signature in black ink, appearing to read "Darryn Ward".

Darryn Ward
Principal
North Loburn School
0274 222928
principal@northloburn.school.nz

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 publically available.

Name of group: North Loburn School

Date: 31 May 2019 Amount allocated: \$ 500

Purpose for grant To go towards the purchase of a storage shed.

Please give details of how money was spent:

<u>Steel Framing</u>	\$ <u>250</u>
<u>Wood base</u>	\$ <u>150</u>
<u>Labour</u>	\$ <u>250</u>
<u>Iron cladding - donated.</u>	

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:

The original plan was to purchase a storage shed. After carefully looking at our grounds + space, we saw that we could create a new shed between our containers. This is a perfect space for us to store our collection of barrows as is a dry space. It has also meant that we have been able to use a pre existing space that was not being used.

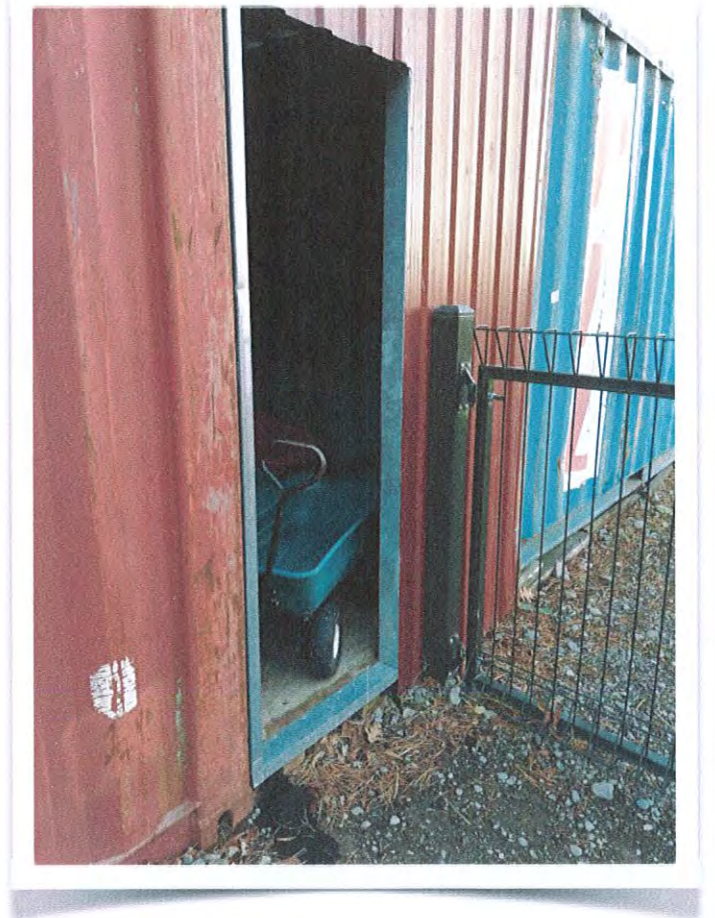
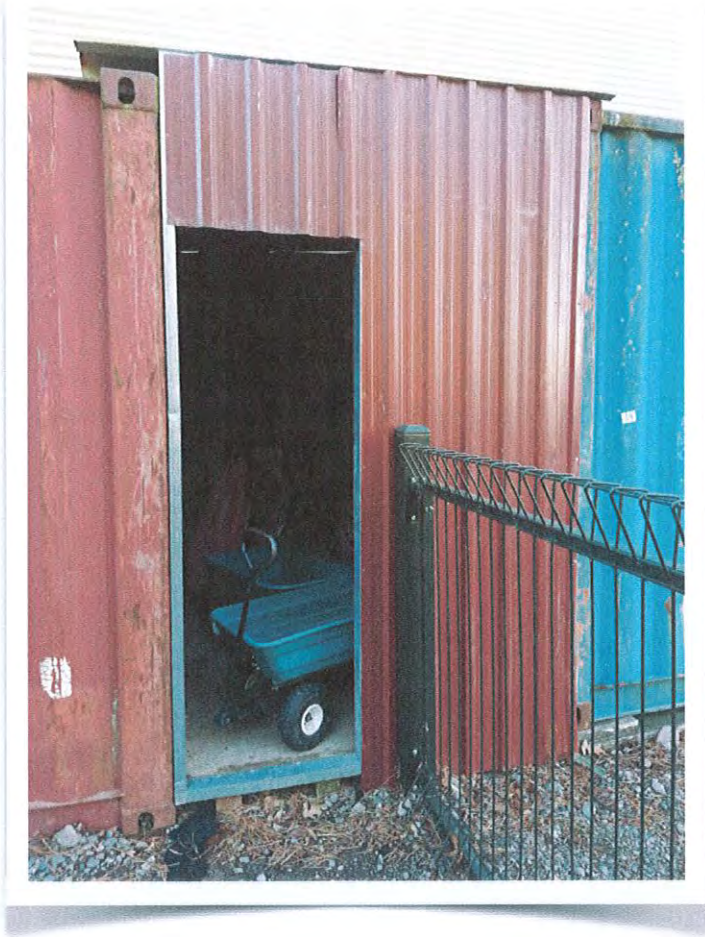
(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date <u>31 May 2019</u>	Date <u>31 May 2019</u>
First contact name <u>Darin Ward</u>	Second contact <u>Anne Hughes</u>
Signature <u>[Signature]</u>	Signature <u>Anne Hughes</u>
Position <u>Principal</u>	Position <u>D.P.</u>
Phone <u>03 3128852</u>	Phone <u>03 3128852</u>
Address <u>817 Loburn</u>	Address <u>817 Loburn Whiterock</u>
<u>Whiterock RD, RD 2</u>	<u>RD RD 2</u>

Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Com.Board@wmk.govt.nz



123
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 publically available.

Name of group: The North Canterbury Musical Society Inc.
Date: 30.5.2019 Amount allocated: \$ 500.00
Purpose for grant New permanent sign for our building

Please give details of how money was spent:

Mariarty Signs & Designs \$ 620 + GST
(funded \$500 towards) \$
nCMS paid \$120 start-fall \$

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:

To provide new permanent signage for
our repaired building - Northbrook Studios
which houses our rehearsal rooms, costumes
and set workshop.

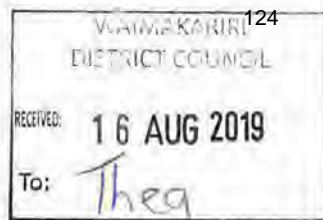
Signage is currently stored in our building
awaiting installation on our building
(photo to come) Invoice & bank statement attached,
(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>30.5.19</u>	Date	<u>30.5.2019</u>
First contact name	<u>Robyn Eyles</u>	Second contact	<u>Michelle Hampton</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>Executive Committee</u>	Position	<u>President</u>
Phone	<u>021 07 222 44</u>	Phone	<u>021 228 2220</u>
Address	<u>236 Woodend Beach</u> <u>Edi Keuerei</u>	Address	<u>28 Dillock Street</u> <u>Kaipoi 7630</u>

**Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440**

Com.Board@wmk.govt.nz



21 July 2019

Karyn Ward
 Rangiora - Ashley Community Board
 Private Bag 1005
 Rangiora 7440

Dear Karyn,

Thank you for your involvement in the 2019 Corcoran French Kaiapoi Art Expo.

This year's Kaiapoi Art Expo was another successful event proving that once again the Kaiapoi Art Expo is a valued and popular event to the Waimakariri District. The Expo attracted over 3,500 visitors with a total of 166 artworks sold totaling \$32,984.50. This brings the total to \$314,874.50 worth of artwork sold over the past 14 years by the Waimakariri Arts Trust on behalf of artists.

We cannot be successful without support from our exhibitors. Our sincere thanks to all artists who showcased their work and congratulations to those who were successful with sales and obtaining new commissions or exhibiting offers. The aim in establishing the Expo was to support local artists and to provide opportunity for the community to be able to appreciate your outstanding creative talent.

Each year we provide visitors with an opportunity to vote for their favourite artwork. The winners of the John Rhind Funeral Directors' People Choice Awards are below. The winner received a cash prize, Drawing Room voucher and free entry into the 2019 Expo. The winners were 1st - Lisa Johnstone with artwork #512 titled Mr Bull, 2nd - Karin Werner artwork #586 titled Kashani Mare and 3rd - Zoe Wiseman with artwork #615 titled Colours of Nature.

Alongside the Expo is the always-popular Bowden Environmental School Expo. The public voted for Elaina Milnes from Rangiora New Life School as their favourite student artwork.

We thank the support of our many sponsors, with special thanks to Corcoran French Lawyers, Rātā Foundation, Visit Waimakariri, Bowden Environmental, Pak'n Save - Rangiora and John Rhind Funeral Directors.

The aim of the Waimakariri Arts Trust is to foster arts in Waimakariri. As a registered charitable trust we endeavour to provide all artists with an opportunity to display your creative talent. Exhibitors represent a true cross-section of the art community, from amateur through to professional artists. All art mediums are encouraged to exhibit.

Please find enclosed our debrief document containing interesting facts and figures showing the continued growth of the Expo. Over the weekend we provided visitors with an optional survey encouraging them to provide feedback. We received over 600 responses and will collate feedback to shape the next year's Expo. To ensure the 2020 Expo is bigger and better we would love your feedback, email info@kaiapoiartexpo.co.nz with feedback on how the 2019 Expo went for you.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Dan Gordon'.

Dan Gordon
 Chairman
 Waimakariri Arts Trust



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 publically available.

Name of group: Waimakariri Arts Trust
 Date: 13 - 14 July 2019 Amount allocated: \$ 500.00
 Purpose for grant Towards running costs of the Kaiapoi Art Expo and School Art Expo

Please give details of how money was spent:

Northern Outlook, half page - 19 June \$ 500
 \$
 \$

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:

The Expo was a huge success with steady sales and a huge number of visitors to Kaiapoi. The local cafes, restaurants and other businesses were well visited over the entire weekend and visitors to the Expo stayed on and visited other local events happening.
There were 115 artists exhibiting with a number of local businesses and organisations involved in the Expo.
More details in the debrief report.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>29 July 2019</u>	Date	<u>29 July 2019</u>
First contact name	<u>Theresa Smith</u>	Second contact	<u>Linda Dunbar</u>
Signature	<u>Theresa Smith</u> <small>Digitally signed by Theresa Smith Date: 2019.07.27 20:47:02 +1200</small>	Signature	
Position	<u>Coordinator</u>	Position	<u>Treasurer</u>
Phone	Phone	<u>0277813048</u>
Address	Address	<u>3 Laurel Lane</u> <u>Kaipoi</u>

**Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440**

Com.Board@wmk.govt.nz

DEBRIEF

Corcoran French Kaiapoi Art Expo – 13 & 14 July 2019

WHO

- 116 Waimakariri artists with 37 new artists and 80 returning artists
- 13 Waimakariri Schools
- Over 300 attended the Corcoran French Lawyers Official Opening on Friday 12th July
- Close to 4000 visitors to the Kaiapoi Art Expo
- Impressive turnout for Have-A-Go day, Saturday 13th July
- Good interest in the Artist Open Studio Tour on Wednesday 10th July

ATTENDANCE AND SALES

Year	# of artists	# of artworks	% of artists that sold work
2019	116	638	52%
2018	107	675	64%
2017	109	571	62%
2016	98	568	68%
2015	88	509	55%
2014	105	523	54%
2013	110	672	53%
2012	100	544	59%
2011	103	634	23%
2010	126	649	21%



ARTISTS AND ARTWORK

Location of Artists	2019	2018	2017	2016	2015	2014	2013	2012	2011
<i>Rangiora</i>	28%	37%	35%	40%	26%	36%	48%	42%	27%
<i>Kaiapoi/Clarkville</i>	29%	36%	31%	32%	27%	28%	17%	47%	33%
<i>Ashley/Loburn</i>	3%	2%	3%	2%	6%	7%			
<i>Woodend</i>	3%	3%	5%	3%	6%	7%	6%	0%	0%
<i>Waikuku Beach (Woodend)</i>	3%	4%	3%	3%	7%	8%	4%	7%	9%
<i>Pegasus Town (Woodend)</i>	3%		4%	3%	6%	1%	0%	0%	1%
<i>Oxford/Fernside/Swannanoa/Ohoka</i>	8%	7%	4%	5%	15%	10%	2%	5%	4%
<i>Groups</i>			1%	1%	8%	2%	3%	0%	0%
<i>RD Kaiapoi</i>							5%		13%
<i>RD Rangiora</i>							15%		14%
<i>Hurunui</i>	10%								
<i>Outside Waimakariri</i>	13%	11%	16%	11%					

DEBRIEF

Corcoran French Kaiapoi Art Expo – 13 & 14 July 2019

SCHOOL EXPO

The Bowden Environmental School Expo showcased artwork from 13 Waimakariri schools making a very colourful display of artwork. The Outstanding School Panel was awarded to Clarkville School for their take on what is happening in the environment. People's Choice was awarded to three very talented students:

1 st	Elaina Milnes	Rangiora New Life School
2 nd	Hannah Keenan	Rangiora New Life School



PEOPLE'S CHOICE

Again public were encouraged to vote for their favourite artwork. New artist Lisa Johnstone was a clear winner with her "Mr Bull" artwork. Lisa received a cash prize, Drawing Room voucher and free entry into next year's Expo.

1 st	Lisa Johnstone	#312 Mr Bull
2 nd	Karin Werner	#586 Kashani Mare
3 rd	Zoe Wiseman	#615 Colours of Nature



CATEGORY AWARDS

The Trust awarded the following category awards and presented certificates and prizes to all winners.

Hazeldine Construction Outstanding Photography - Tim Stephenson, 529: The Daily Game

Hazeldine Construction Outstanding Nature - Lisa Johnstone, 312: Mr Bull

McAlpines Mitre 10 Mega Outstanding Fibre - Simon Rutherford, 27-38:

Proppy Real Estate Outstanding Printmaking - Megan Flutey, 202: Flowers Two

Craze Kaiapoi Best Contemporary - Tamar Guse, 230: Hei-Matau

Misco Joinery Outstanding Panel - Connie Davies

helloworld Travel Kaiapoi Outstanding Landscape - Lynn Barr, 111: Mackenzie Country

New World Kaiapoi Outstanding Sculpture - Nicky Sherman, 43: Leather Look

Port & Eagle Brewpub Outstanding Botanical - Elizabeth Ross, 477: Peony

The Drawing Room Outstanding Abstract - Paul Smith, 509: A Matter Of Time #2

ENTERTAINMENT

*Promoting arts in Waimakariri
Organisers of the annual Kaiapoi Art Expo*



D E B R I E F

Corcoran French Kaiapoi Art Expo – 13 & 14 July 2019

Still lucky to have local Tony Guedard provide entertainment over the weekend of the Expo. Tony has provided entertainment for the Expo since its inception and continues to commit his weekend to the Expo.

We had five generous artists donate work for the raffle which was very popular this year, selling a record number of tickets. The five prizes were donated from Derek Adair, Corina Hazlett, Ruby Whitty, Sarah Rutherford and Mandy Palmer.

OTHER EVENTS

We continue to work with other organisations to encourage visitors to the Waimakariri District. Other events that coincide with the Expo are the Waimakariri Winter Festival, the Blackwell's Department Store's live Ice Sculpting and Fire and Ice Festival and the You, Me, We, Us Lantern Festival. We look forward to continuing to build these relationships.

MEDIA & ADVERTISING

The Trust continue to prepare and execute an extensive promotion plan ensuring various types of mediums are used in the months leading up to the Kaiapoi Art Expo.

The Trust installed 22 billboards around Waimakariri and Christchurch, these are very effective and a major part of the promotion plan.

Radio is a second major form of promotion the Trust use with advertising campaigns on The Breeze, More FM, Newstalk ZB and local radio station Compass FM. Like last year the Breeze ran two campaigns both were very successful including the popular campaign with Sue White and Paint and Sip.

As well as billboards and radio the Trust continued with previous successful promotions such as:

- Ads and media releases printed in local, North Canterbury and Christchurch newspapers and magazines
- 47,000 postcards promoting the Expo and Waimakariri Winter Festival distributed to residents around Canterbury and North Canterbury
- Facebook campaign including restaurant giveaway, boosted posts and adverts
- Presence on a variety of event websites, radio notice boards and in school newsletters



D E B R I E F

Corcoran French Kaiapoi Art Expo – 13 & 14 July 2019

FUNDING AND SPONSORS

The Expo is funded through sponsorship, funding and artists' contributions. Our sincere thanks to the organisations and businesses that supported the 2019 Kaiapoi Art Expo.

Kaiapoi Art Expo Official Opening Sponsor



Kaiapoi School Art Expo Sponsor



John Rhind Funeral Directors - *People's Choice*

Pak'n Save Rangiora - *Guest Artist Sponsor*

Gold Sponsors:

Hazeldine Construction
Property Lifestyle Concepts Group
Morris and Co Real Estate Limited

Silver Sponsor:

Blackwell's Department Store
The Canvas Technology Centre
CBK Craft Bar & Kitchen Kaiapoi
Essence North Canterbury
Kaiapoi Club
Red Eight Cafe Kaiapoi

Category Award Sponsor:

Craze Kaiapoi
helloworld Travel Kaiapoi
McAlpines Mitre 10 Mega - Rangiora
Misco Joinery
New World Kaiapoi
Port and Eagle Brewpub
Proppy Real Estate - Karen Bailey

Bronze Sponsor:

Artprint - Derek Adair
Ivan Button

Funders

Rātā Foundation
CERT
First Sovereign Trust Limited
Lion Foundation
Pub Charity Ltd
The Southern Trust
Creative Communities NZ Waimakariri District
Enterprise North Canterbury
Oxford-Ohoka Community Board
Kaiapoi-Tuahiwi Community Board
Rangiora - Ashley Community Board
Woodend-Sefton Community Board



TAX INVOICE

Waimakariri District Council

Invoice Date
4 Aug 2019

Invoice Number
INV-2223

Reference
PO019904

GST Number
74-481-159

Rangiora Gymnastics Club
Attention: Accounts
Receivable
49C Ayers Street
Rangiora
Rangiora 7400
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Gym Pro Panel Mats as per grant received	1.00	500.00	500.00
		Subtotal	500.00
		TOTAL GST 15%	75.00
		TOTAL NZD	575.00

Due Date: 4 Aug 2019

Payments can be made online to Rangiora Gymnastics Club bank account number: 03-0674-0064350-000 please use the invoice number and child's name as reference details. Recreation Class bookings: payments are required on or before the commencement of the first class. Competitive Classes: payments are required within 7 days of the invoice date.



PAYMENT ADVICE

To: Rangiora Gymnastics Club
Attention: Accounts Receivable
49C Ayers Street
Rangiora
Rangiora 7400
NEW ZEALAND

Customer	Waimakariri District Council
Invoice Number	INV-2223
Amount Due	575.00
Due Date	4 Aug 2019
Amount Enclosed	

Enter the amount you are paying above

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 publically available.

Name of group: Rangiora Gymnastics Club
Date: 29/5/2019 Amount allocated: \$ 500 + GST
Purpose for grant: Safety mats

Please give details of how money was spent:
2 x Gympro Folding Safety mats \$ 500 + GST
\$
\$

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:

Rangiora Gymnastics Club is a not for profit organization with currently 250 members of all aged school children. The mats purchased with this grant are used everyday ensuring a safer landing platform under the gymnastics equipment for all the children.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date: 7/8/2019
First contact name: Angela Humblyn
Signature: [Signature]
Position: Treasurer
Phone: 0275327648
Address: 25 Kivenua Rd Rangiora

Date: 7/8/2019
Second contact: Jacqui Crosby
Signature: [Signature]
Position: Administrator
Phone: 0275 350 411
Address: 21 Seddon Street Rangiora

Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Com.Board@wmk.govt.nz



TAX INVOICE

Rangiora Gymnastics Club

Invoice Date
29 May 2019

Invoice Number
INV-17121

Reference
QU-0077

GST Number
121-925-915

Beams and Bars Limited
Shop 10
35 Illinois Drive
Rolleston 7614
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
GymPro 2.0m x 1.2m x 100mm Folding Mat	2.00	287.50	575.00
		INCLUDES GST 15%	75.00
		TOTAL NZD	575.00

Due Date: 29 May 2019

Please pay to our account:

02-1266-0048305-00
Beams and Bars Limited



[View and pay online now](#)

PAYMENT ADVICE

To: Beams and Bars Limited
Shop 10
35 Illinois Drive
Rolleston 7614
NEW ZEALAND

Customer	Rangiora Gymnastics Club
Invoice Number	INV-17121
Amount Due	575.00
Due Date	29 May 2019
Amount Enclosed	

Enter the amount you are paying above

Our Reference: GOV-26-11-05 / 190507064737
Purchase Order: P0019904

30 July 2019

Esther Hyde
Grant Coordinator
Rangiora Gymnastics Club
28 Edwards Street
RANGIORA 7400

Dear Esther,

RANGIORA-ASHLEY COMMUNITY BOARD FUNDING APPLICATION

On behalf of the Rangiora-Ashley Community Board I wish to advise that your application for grant funding from the Rangiora-Ashley Community Board Discretionary Fund has been successful.

At its meeting of 15 May, the Board passed the following resolution:

Approves a grant of \$500 to Rangiora Gymnastics Club towards the cost of two sets of panel mats.

Receiving funds is not dependent on when you purchase the items requested, as payment is made to the organisation directly, not the supplier. I would encourage you to send in an invoice as soon practically possible to get your project/event underway.

To receive the grant please invoice the Waimakariri District Council for the above amount and include the organisation's bank account details. Please quote the Purchase Order number above and if your group is GST registered please invoice for the above value plus GST and include the GST number on the invoice.

Also enclosed is a grant accountability form which must be returned to the Council within six months of receiving the above funding or earlier if another application is to be considered by the Board. The Board welcomes feedback on funds granted and would like to see any photos you have of the event/project included with the accountability form.

The Board wishes your organisation well in future endeavours.

Yours sincerely

Emma Stubbs
Governance Support Officer

Email invoice to creditors@wmk.govt.nz Or mail to Private Bag 1005, Rangiora 7440

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 publically available.

Name of group: North Canterbury Athletic Club
 Date: 12/7/19 Amount allocated: \$ 432.00
 Purpose for grant: Competition Crop Tops

Please give details of how money was spent:

Purchase of 10 Competition Crop Tops \$ 432.00
 \$
 \$

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:

The junior athletes will benefit from these new competition crop tops as they are much more 'fitted' than their current singlets. The crop tops are much more suitable especially when competing in sprints + high jump etc in the track + field disciplines. The junior athletes range in age from 14-18 yrs of age.
Thank you! Your support is very much appreciated + has been noted on our Facebook Page + website 😊

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>12/7/19</u>	Date	<u>12/7/19</u>
First contact name	<u>Alison HENDREN</u>	Second contact	<u>Denise Pawsey</u>
Signature		Signature	
Position	<u>PRESIDENT</u>	Position	<u>Secretary</u>
Phone	<u>0276760054</u>	Phone	<u>027 578 7259</u>
Address	<u>229 MADRI DESGUERD</u> <u>RANGIORA</u>	Address	<u>16 Taiwhenua Street</u> <u>Rangiora</u>

**Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440**

Com.Board@wmk.govt.nz

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 publically available.

Name of group: North Loburn Home e School ASD
 Date: 17/7/19 Amount allocated: \$ 3500
 Purpose for grant

Please give details of how money was spent:

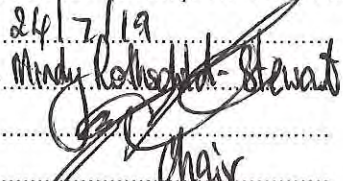
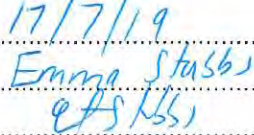
for purchase of second hand \$ 3500
pergola \$
 \$

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:

The pergola will provide a place for
families to relax / picnic while using
the newly completed bike track
at North Loburn School.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>17/7/19</u>	Date	<u>17/7/19</u>
First contact name	<u>Mindy Roberts-Stewart</u>	Second contact	<u>Emma Stasby</u>
Signature		Signature	
Position	<u>Chair</u>	Position	<u>Treasurer</u>
Phone	<u>021 494 338</u>	Phone	<u>021 0475 333</u>
Address	<u>207 Loburn Kowhai Rd</u> <u>RD2, Loburn, 7472</u>	Address	<u>460 Loburn Whitiroa</u> <u>Rd RD2 Rangiora</u>

Return to: Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440
 Com.Board@wmk.govt.nz



The Pergola as picked up second hand and to be installed in the near future on bike track.

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 publically available.

Name of group: Ashley Playcentre

Date: May 2019 Amount allocated: \$ 500

Purpose for grant Art and Craft Resources

WAIMAKARIRI
DISTRICT COUNCIL
RECEIVED: 19 AUG 2019
To: Thea

Please give details of how money was spent:

Paint, art and craft items as per \$ 500
attached invoice \$
 \$

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:

Art and craft is an essential component
of our curriculum and these wonderful
resources so kindly provided are used at
every single session. Photos of children
enjoying the new resources attached.
We are so grateful for the support.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date	<u>11/8/19</u>	Date	<u>11/8/19</u>
First contact name	<u>Amanda Torkington</u>	Second contact	<u>Kylie Dyer</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Position	<u>Events Officer</u>	Position	<u>Co-President</u>
Phone	<u>0221 099 387</u>	Phone	<u>0212 543 775</u>
Address	<u>32 West Belt</u> <u>Rangiora 7400</u>	Address	<u>1 Foster Pl,</u> <u>Rangiora 7400</u>

Return to: Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Com.Board@wmk.govt.nz

Canterbury Playcentre Shop

PO Box 7787

Sydenham

CHRISTCHURCH 8240

Phone # 03 377 4354

E-mail shop@canplay.org.nz

Tax Invoice

Date 21/05/2019

Invoice No 23752

Invoice To

Ship To

Due Date 21/05/2019

Ashley Playcentre
43 Canterbury St
RD2
Rangiora 7472
Juliette Eden

GST # 10-418-313

Purchase Order # Juliette

Item	Description	Quantity	Unit	Price	GST	Ordered	Amount
COCELD	Pritt Classic Sticky Tape 18mm x 66m	4		2.79	S		11.16
COBRT	Packaging Tape 48mm x 100m	1		1.71	S		1.71
COGLU40	GLU Stick Mungyo 35g	5		2.206	S		11.03
COGS	Glue Stick for Hot Glue Gun-low temp	1		6.26	S		6.26
COBLT	Bostik Blu-tack	1		5.18	S		5.18
CODPCG	Punch medium - DAS	4		6.07667	S		24.31
COOLPS12	Oil Pastels -12pc	1		4.46	S		4.46
COCHJB	Chalk Jumbo bucket - 20pc	1		4.50	S		4.50
COGLSH	Spangles Assorted Shapes 25gm	2		2.385	S		4.77
COPCB	Plastic Craft Buttons 90g	3	ea	4.59	S		13.77
COMEYE1	Moving Eyes 10mm 100pc	1		1.94	S		1.94
COPPCL	Pipecleaners	2		2.115	S		4.23
COPMPB2	Pompoms bulk pack assorted sizes	1		8.37	S		8.37
COFETH5	Feathers Red, Green and White	2		1.755	S		3.51
COWDSH	Wooden Shapes	1		4.01	S		4.01
PABLP4	A4 Black paper pad 20 sheets	5		2.164	S		10.82
PACDP5	A5 Coloured card 50 sheets	1		5.04	S		5.04
PABNEW2	A2 Newsprint Ream 500sh	2		25.65	S		51.30
PTTYE2	Tempera paint yellow 2lt	2		11.655	S		23.31
PTTWH2	Tempera paint white 2lt	1		11.66	S		11.66
PTTVI2	Tempera paint purple 2lt	1		11.66	S		11.66
PTTBL2	Tempera paint black 2lt	1		11.66	S		11.66
PTTGR2	Tempera paint green 2lt	1		11.66	S		11.66
Subtotal							
Tax							
TOTAL							
Payments/Credits							
Balance Due							

Canterbury Playcentre Shop

PO Box 7787

Sydenham

CHRISTCHURCH 8240

Bank Account Number: Westpac 030823 0350562 01

Invoice To

Balance Due

Ashley Playcentre
43 Canterbury St
RD2
Rangiora 7472
Juliette Eden

Amount Paid

Canterbury Playcentre Shop

PO Box 7787

Sydenham

CHRISTCHURCH 8240

Phone # 03 377 4354

E-mail shop@canplay.org.nz

Tax Invoice

Date 21/05/2019

Invoice No 23752

Due Date 21/05/2019

GST # 10-418-313

Invoice To

Ship To

Ashley Playcentre
43 Canterbury St
RD2
Rangiora 7472
Juliette Eden

Purchase Order # Juliette

Item	Description	Quantity	Unit	Price	GST	Ordered	Amount
PTTBR2	Tempera paint brown 2lt ✓	1		11.66	S		11.66
PTTOR2	Tempera paint orange 2lt ✓	1		11.66	S		11.66
PTTUL2	Tempera paint ultramarine (blue) 2lt ✓	2		11.655	S		23.31
PTTVE2	Tempera paint Brilliant Red 2Ltr ✓	2		11.655	S		23.31
PTDYBL2	Dye blue 2lt ✓	2		10.755	S		21.51
PTDYRE2	Dye red 2ltr ✓	2		10.755	S		21.51
PTDYYE2	Dye yellow 2ltr ✓	2		10.755	S		21.51
PTMTC50	Metallic Tempera paint ass cols 500ml 1 gold and 1 silver ✓	2		12.015	S		24.03
COPVA2	PVA 2L ✓	1		15.26	S		15.26
PTHST	Hemispherical Stampers 4pc ✓	1		16.16	S		16.16
PTALPH	Sponge Stampers Lower Case Alphabet 26pc ✓	1		13.86	S		13.86
COCDIS	Cellotape Dispenser - Marbig 66m ✓	1		11.43	S		11.43
PTPATR71	Paint Explorers Roller Red Assorted ✓	3	ea	4.455	S		13.36
PTBSCR	Brush round stubby coloured ✓	3	ea	1.53	S		4.59
CABR63	Paint Brush 50mm wide ✓	2		2.34	S		4.68
PTBFLS2	Brush flat Stubby #3 ✓	2		0.855	S		1.71
PTBSMX6	Brush maxi stubby size 6 ✓	2		1.89	S		3.78
PTEASG	Paint Brush - Easy grip ✓	3	ea	0.90	S		2.70
PTBRWD25	Paint brush 25mm ✓	2		1.62	S		3.24
PTBFLB10	Brush flat black no 10 ✓	1		0.77	S		0.77
PTPATR72	Paint Explorers Roller Green Assorted ✓	1	ea	4.46	S		4.46
Subtotal							\$435.50
Tax							\$65.32
TOTAL							\$500.82
Payments/Credits							\$0.00
Balance Due							\$500.82

Canterbury Playcentre Shop

PO Box 7787

Sydenham

CHRISTCHURCH 8240

Bank Account Number: Westpac 030823 0350562 01

Invoice To

Balance Due \$500.82

Ashley Playcentre
43 Canterbury St
RD2
Rangiora 7472
Juliette Eden

Amount Paid

New rollers, stamps & paint!





Kay Rabe

From: John Thompson <john_and_faye@xtra.co.nz>
Sent: Friday, August 16, 2019 12:41 PM
To: Kay Rabe
Subject: Coastguard North Canterbury's new rescue vessel
Attachments: Kaiapoi Tuahiwi Community Board.jpg; Oxford-Ohoka Community Board.jpg; Rangiora-Ashley Community Board.jpg; Woodend-Sefton Community Board.jpg; Week 24 Fenders ready for painting.jpg; Callout 2019-07-20 Yacht disbled 11 miles off Motunau.docx; Week 24 Interior nearing completing.jpg

Hi Kay,

Could you pass on our sincere thanks to the Kaiapoi Tuahiwi Community Board, Oxford-Ohoka Community Board, Rangiora-Ashley Board, and the Woodend-Sefton Board for supporting and helping us to fund our building programme of our new Rescue Vessel. The excitement is really building now as the vessel nears completion and you can see the progress made to date in the photograph (Attachments 5 & 7). The new vessel '*Kaiapoi Rescue*' can't come quickly enough as you can also see in the callout report I have attached, conditions that night were atrocious, the crew had minimal shelter as Kaiapoi 1 has only a half cabin unlike the new vessel which has a totally closed in one, and although wearing survival suits they wet, cold and getting tired fighting the conditions 22 kilometres off shore in the dark. The new larger vessel would have made the voyage much more quickly, safely, and provided far greater protection to its crew. '*Kaiapoi Rescue*' still has some finishing touches to be completed including its foam filled fenders which are currently away having their protective red coating attached. Then there will be about two months of sea trials and crew training before we can take delivery. Once again thanks to everyone we couldn't have done it without you.

Kind regards,
John

John Thompson Acting President – S.A.R Manager
M: +64 21 340 356 **E:** john_and_faye@xtra.co.nz



Coastguard North Canterbury, PO Box 110, Kaiapoi 7630
www.coastguard.nz

The Charity Saving
 Lives at Sea



This email may contain information that is private and confidential. If you have received this message in error, please notify us and remove it from your system.



143

THE ULTIMATE
HUNTER GATHERER
SINCE 1985

RamcoBoats
NEW ZEALAND'S LEADING BOAT FACTORY COMPANY

RAMCOBOATS

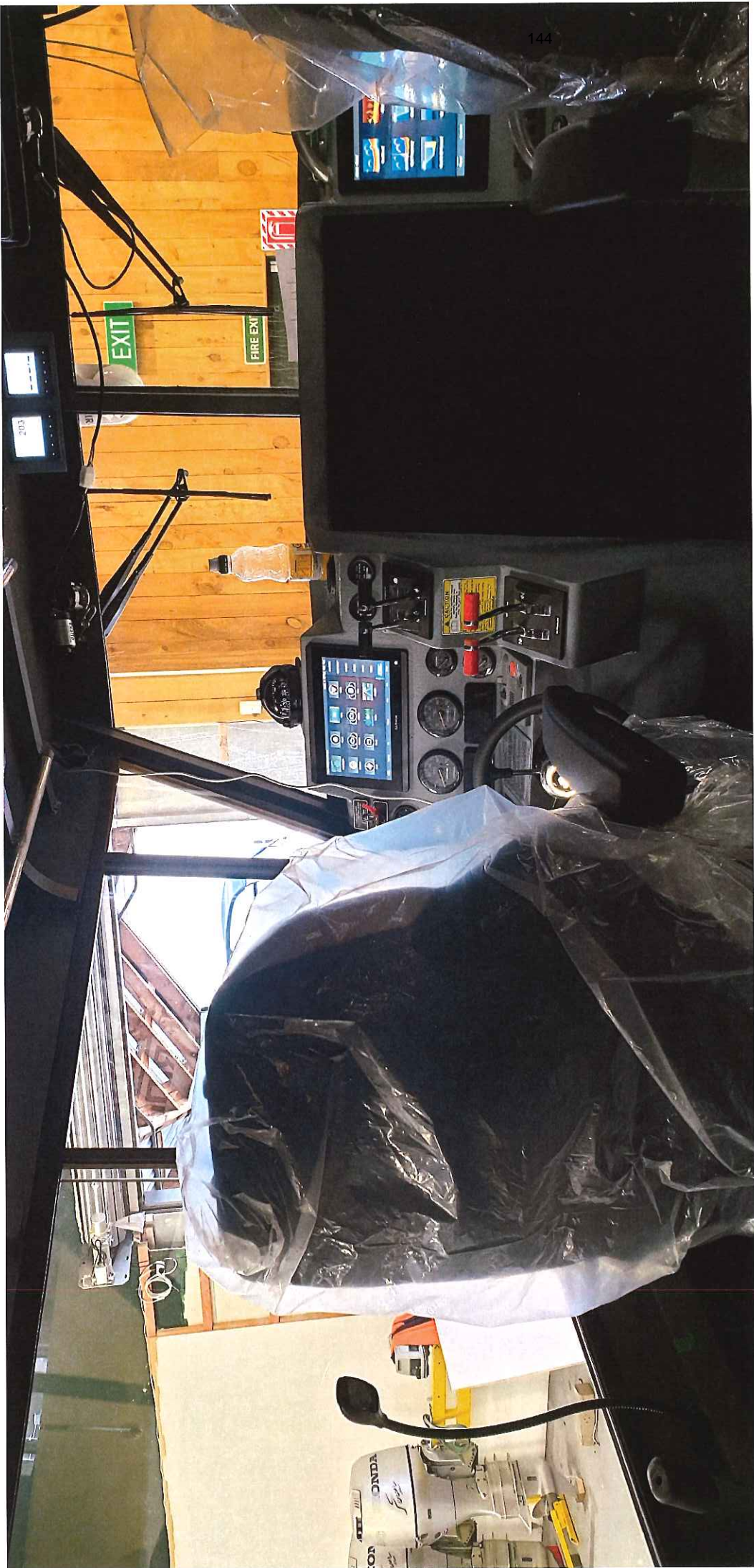
RHINO-RACK

GARY'S

HONDA
MARINE

COASTGUARD
NORTH CANTERBURY

XTEC



Yacht disabled 11 Nautical Miles off Motunau 20-07-2019.

Police Event no. P038436996

Police Cost Centre 60060

Callout July 20th 2019 at 1650hrs

Police paged Coastguard North Canterbury at 1650hrs asking them to go to the assistance of a 32ft yacht disabled and drifting 11 nautical miles off the coast of Motunau. Coastguard Sumner's Blue Arrow Rescue was also paged to assist. The plan was for Kaiapoi 1 to take the badly sea sick crew off the yacht and take them ashore while Blue Arrow Rescue towed the yacht back to Lyttelton, a voyage expected to take 6 to 7 hours.

Weather conditions were favourable at the time but forecast to deteriorate later in the evening.

Kaiapoi 1 launched at 1707hrs, crossed the Waimakariri Bar at 1714hrs and headed for the last known position at 25/28knots but by 1802hrs was battling 2metre seas at reduced speed in darkness and heavy rain.

By this time *'the yacht'* was experiencing VHF radio problems and communications were largely conducted by cell phone.

By 1830hrs Kaiapoi 1 was approaching the last known position of *'the yacht'* and Coastguard North Canterbury asked *'the yacht's'* crew to launch a red parachute flare. The Flare was sighted further out to sea close to the 12nm limit.

Coastguard North Canterbury then asked RCCNZ/MNZ for permission for both Kaiapoi 1 and the approaching Blue Arrow Rescue to proceed beyond the 12nm limit if the need arose. Permission was granted.

At 1844hrs Kaiapoi 1 reported that they were pretty sure they had *'the yacht's'* lights in sight, and by 1847hrs had them on radar.

The new position was then radioed to Blue Arrow Rescue which by this time had closed to within 7nm of Kaiapoi 1.

At 1853hrs Kaiapoi 1 located *'the yacht'* and managed to get close enough to throw-bag a fresh VHF portable radio to its crew.

Although at least one of *'the yacht's'* crew were pleading to be taken off, the conditions were judged to be far too dangerous and they were advised to sit tight until Blue Arrow Rescue arrived to take their vessel in tow.

Kaiapoi 1 reported that they were in 2 to 2.5m swells with a breaking 1m confused sea on top, driving rain, winds approaching 25knots, and pitch black conditions.

They reported that Kaiapoi 1 was handling the conditions well and that they felt they were never in danger at any time in conditions they described as the most uncomfortable and worst sea conditions they had ever experienced.

Blue Arrow Rescue arrived on scene at 1910hrs and the crews assessed the best plan to take *'the yacht'* in tow.

By 1933hrs Blue Arrow Rescue had secured a line to *'the yacht'* and proceeded to tow it with its crew on board back to Lyttelton.

Kaiapoi 1 broke off at this stage and headed for Motunau where Coastguard North Canterbury had a shore crew waiting with a trailer to trailer them home.

A call was made to the North Canterbury Dive Club at Motunau who described the Motunau Bar conditions as 'pretty flat and favourable' and turned out with vehicles along with Coastguard North Canterbury's shore party vehicles to light up the channel markers with their headlights.

Kaiapoi 1 safely crossed the Motunau Bar at 2153hrs and entered the port of Motunau (where it was welcomed by a group of the town's residents including the local volunteer fire brigade), hauled on to its trailer and headed for home arriving back in Kaiapoi at 2315hrs.

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-11-06/190904123786

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 11 September 2019

FROM: Jim Gerard, Chairperson Rangiora-Ashley Community Board

SUBJECT: Chairperson's Diary for August 2019

1. SUMMARY

DATE	EVENT / MEETING
Wednesday 31 July 2019	<ul style="list-style-type: none"> • Rangiora Promotions • Last Wednesday Club (LWC)
Thursday 1 August 2019	Rangiora Town Centre Strategy
Tuesday 6 August 2019	NCST Fundraising Committee
Thursday 8 August 2019	<ul style="list-style-type: none"> • Soroptimist Quiz night • Timebank AGM
Tuesday 13 August 2019	<ul style="list-style-type: none"> • Rangiora-Ashely Community Board • RPA (Rangiora Promotions Association)
Wednesday 14 August 2019	Passchendale Trust meeting
Wednesday 21 August 2019	<ul style="list-style-type: none"> • RACB visit to North Loburn School • Visit NZRT (Search and Rescue)
Thursday 22 August 2019	Plan Change 7 briefing
Monday 26 August 2019	Ministry Social Development briefing
Wednesday 28 August 2019	Last Wednesday Club (LWC)
Thursday 29 August 2019	District Plan Review
Friday 30 August 2019	Roxanne Ramsay Farewell morning tea

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) Receives report No. 190904123786.

Jim Gerard QSO
CHAIRPERSON