

Woodend-Sefton Community Board

Agenda

Monday 13 June 2022

6.00pm

**Woodend Community Centre
School Road
Woodend**

Members:

Shona Powell (Chair)

Andrew Thompson (Deputy Chair)

Andrea Allen

John Archer

Mark Paterson

Philip Redmond

Sandra Stewart

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD IN ROOM A, WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 13 JUNE 2022 AT 6.00PM.

**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 MINUTES</u>	
3.1	<u>Minutes of the Woodend-Sefton Community Board – 9 May 2022</u>	7-11
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Confirms , as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 9 May 2022.	
3.2	<u>Matters Arising</u>	
4	<u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u>	
	Nil.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 **REPORTS**

6.1 **Waikuku Beach Drainage Investigations Update – Kalley Simpson (3 Waters Manager)**

12-62

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 220602094304.
- (b) **Notes** the following progress on the eight areas identified for further investigation in Waikuku Beach:
 - Waikuku Beach Campground – Complete
 - Swindells Road – Options assessment underway and funding approved
 - Collins Drive – Works awarded
 - Waikuku Beach Road – Investigation complete
 - Kiwi Avenue Reserve / Broadway Avenue – Solution identified and funding approved
 - Waikuku Beach Domain – Investigation recommenced
 - Reserve Road / Broadway Avenue – Remedial works proposed
 - Kiwi Avenue – Remedial works proposed
- (c) **Notes** that further reports will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrading works in the Swindells Road and Broadway Avenue areas in the future.
- (d) **Circulates** this report to the Utilities and Roothing Committee for their information.

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

63-73

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 220601092955.
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roothing and Transport Manager at the Board meeting.

6.3 **Application to the Woodend-Sefton Community Board's 2021/22 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

74-93

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 220519081397.
 - (b) **Approves** a grant of \$..... to St Barnabas Anglican Church towards levelling and reseeding the cemetery in the Church grounds.
- OR**
- (c) **Declines** the application from the St Barnabas Anglican Church.

- (d) **Approves** a grant of \$..... to the Good Night Sleep Tight Charitable Trust towards winter night packs.

OR

- (e) **Declines** the application from the Good Night Sleep Tight Charitable Trust.

6.4 **Appointment of a new Board Representative to North Canterbury Neighbourhood Support – Kay Rabe (Governance Advisor)**

94-96

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 220506071265.
- (b) **Acknowledges** the resignation of Andrea Allen as the Board's representative to North Canterbury Neighbourhood Support from 13 June 2021.
- (c) **Approves** the appointment of Board Member as the Board representative and liaison person to North Canterbury Neighbourhood Support, to take immediate effect from 14 June 2022 until the end of the 2019-22 triennial term, being 7 October 2022.
- (d) **Acknowledges** Andrea Allen's excellent service during her time as Board's representative to North Canterbury Neighbourhood Support.

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for May 2022**

97-98

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the Chairpersons report for May 2022 (Trim: 220607095497) from the Woodend-Sefton Community Board Chairperson.

9 **MATTERS FOR INFORMATION**

- 9.1 **Oxford-Ohoka Community Board Meeting Minutes 4 May 2022**
- 9.2 **Rangiora-Ashley Community Board Meeting Minutes 11 May 2022**
- 9.3 **Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 May 2022**
- 9.4 **Roading Service Requests and Flood Budget – Report to Council Meeting 3 May 2022 – Circulates to all Boards.**
- 9.5 **Health Safety and Wellbeing Report May 2022 – Report to Council Meeting 3 May 2022 – Circulates to all Boards.**
- 9.6 **May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roding Committee Meeting 17 May 2022 – Circulates to all Boards.**
- 9.7 **Zone Implementation Programme Addendum Capital Works Programme – 2022/23 – Report to Land and Water Committee Meeting 17 May 2022 – Circulates to all Boards.**

- 9.8 Water Supply Utilities and Roothing Staff Submission to Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.9 Drainage – Utilities and Roothing Department Staff Submission to the Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.10 Wastewater – Utilities and Roothing Department Staff Submission to the Draft 2022-23 Annual Plan– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.11 Roothing Staff Submission May 2022 - Request changes to the Roothing Capital Works Budget– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.12 Notification of Private Plan Change 31 – Rolleston Industrial Developments Ltd– Report to Council 31 May 2022 – Circulates to all Boards.
- 9.13 2021 Beach User Survey – Northern Pegasus Bay Bylaw – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Woodend-Sefton Community Board and Kaiapoi-Tuahivi Community Board.
- 9.14 Library Update to May 6th, 2022 – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Boards.

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.14

Note:

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

10 MEMBERS' INFORMATION EXCHANGE

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

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

11 CONSULTATION PROJECTS

11.1 Walking and Cycling Network Plan

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

Consultation closes Thursday 30 June 2022.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 May 2022: \$3,845.

12.2 General Landscaping Fund

Balance as at 31 May 2022: \$12,710.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board will be held at the Woodend Community Centre, School Road, Woodend on Monday 11 July 2022 at 6pm.

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD VIA ZOOM ON MONDAY 9 MAY AT 6.00PM.

PRESENT

S Powell (Chairperson), A Thompson (Deputy Chairperson) (6.11pm), A Allen, J Archer, M Paterson P Redmond (6.09pm) and S Stewart.

IN ATTENDANCE

Mayor D Gordon, S Markham (Manager Strategic Projects) and K Rabe (Governance Advisor).

1 APOLOGIES

Moved: J Archer Seconded: S Stewart

Apologies for lateness were received and sustained from A Thompson and P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

No conflicts of interest were declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 11 April 2022

Moved: S Stewart Seconded: S Powell

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 11 April 2022.

CARRIED

3.2 Matters Arising

Nil.

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

Nil.

7 CORRESPONDENCE

7.1 Long Term Plan Acknowledgement

Moved: S Powell Seconded: J Archer

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the letter acknowledging the Woodend-Sefton Community Boards submission to the Council's Long Term Plan (Trim 220503068287).

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for April 2022

Moved: S Powell Seconded: J Archer

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim 220502067567).

CARRIED

9 MATTERS FOR INFORMATION

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

9.2 Rangiora-Ashley Community Board Meeting Minutes 13 April 2022 (Trim 220414157902)

9.3 Kaiapoi-Tuahivi Community Board Meeting Minutes 11 April 2022 (Trim 220413056526)

9.4 Private well study – results from 2021 – Land and Water Committee Meeting 22 March 2022 – Circulates to all Boards.

9.5 Health Safety and Wellbeing Report April 2022 – Report to Council Meeting 5 April 2022 – Circulates to all Boards.

9.6 May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roading Committee Meeting 26 April 2022 – Circulates to all Boards.

PUBLIC EXCLUDED REPORTS

9.7 Rangiora Site Divestment – Commercial Real Estate Agency Recommendation – Report to Council Meeting 5 April 2022 – Circulates to all Boards.

Moved: S Powell Seconded: A Allen

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.6.
- (b) **Receives** the public excluded information in item 9.7, which would remain in public excluded and which was circulated separately.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

A Allen

- ANZAC service
- Waimakariri Health Group meeting was cancelled.

P Redmond arrived at 6.09pm.

J Archer

- Woodend Community Association zoom meeting
- Selling Lions Easter Raffle tickets
- Woodend-Sefton Community Board zoom meeting
- Garden clean up for a fellow Lion who was incapacitated.
- Lions dinner meeting

A Thompson arrived at 6.11pm.

S Stewart

- Water Zone Committee focusing on working groups which include Biodiversity Working Group, a Biodiversity Trust and a life style block owners Group to improve environmental outcomes for the future.
- Sefton flooding issues – awaiting a staff briefing. Suggest the Board consider the development of a Sefton Town Centre Plan in the future as the area is growing.

S Markham confirmed that the staff briefing in relation to the Sefton flooding was being progressed, however, there was currently pressure on the briefing schedule which had caused delay in a final date being identified.

P Redmond

- Busy with Annual Plan. 46 submissions received and 21 were spoken to.
- Attended menacing classification dog hearing
- Position of Environment Service Manager now filled.
- Covid was impacting on levels of service, however, it was being managed well.
- Creative Communities funding assessments – 22 applications received and 20 granted.

A Thompson

- Apology for lateness.
- Several discussion with residents regarding the proposed Waikuku Beach Plan.
- Disappointed that no communication regarding the status of works relating to the flooding in Waikuku. The requested briefing to the Board has not eventuated and it has been nine months with no progress. Strongly believe that the Council needed to keep residents informed not just elected members.

S Stewart noted that a weekly flooding report was sent to all Councilors and suggested that the report also be circulated to Board members.

S Markham noted that a comprehensive report was being presented to the Utilities and Roothing Committee on 17 May 2022 regarding flooding and recommended that the report to be circulated to all Community Boards.

- Noted that a request for a briefing on floor levels in relation to flooding and climate change had also not eventuated. S Markham again acknowledged that this was in process, however this was a complex subject that required collaboration with several units as well as new legislation framework that would need to be considered prior to a briefing being held.

Mayor D Gordon

- Thanked the Chairperson for the work done on the recent submissions presented to the Council and ECan's 2022/23 Draft Annual Plans.
- Provided a brief update on progress with Waka Kohati regarding Woodend safety improvements.

11 CONSULTATION PROJECTS

Nil.

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

Balance as at 3 May 2022: \$3,845.

12.2 General Landscaping Fund

Balance as at 3 May 2022: \$12,710.

The Board acknowledgement that Covid-19 had impacted the number of applications for Discretionary Grant Funding with the cancelation of many community events.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board will be held on Monday 13 June 2022 at 6pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 6.33pm.

CONFIRMED

Shona Powell
Chairperson

9 May 2022
Date

Workshop

(6.35pm – 7.21pm)

- *Discussion of Road Names – Kay Rabe (Governance Advisor) and Thea Kunkel (Governance Team Leader)*
 - *Themes to be investigated with a suggestion of birds for Ravenswood.*
 - *Suggestion that developers choose themes and put names up for consideration to the Board.*
 - *Consideration to make long names a feature for certain areas.*
 - *A Allen offered to research names and work with K Rabe to compile a list to bring to the Board in the near future.*
- *NZTA Update*
- *Templeton Group Master Plan discussion.*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: DRA-06-10-01 / 220602094304

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 June 2022

AUTHOR(S): Kalley Simpson, 3 Waters Manager

SUBJECT: Waikuku Beach Drainage Investigations Update

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


Department Manager


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to update the Woodend-Sefton Community Board on progress with various drainage investigations underway in the Waikuku Beach area.
- 1.2. As a result of flooding in the May 2021, December 2021 and February 2022 storm events, eight areas were identified for further investigation in Waikuku Beach. The current status of these investigations and any proposed further work is summarised in the table below.

Investigation	Status
Waikuku Beach Campground	Breakout work complete. Environment Canterbury undertook emergency works to extend the lower reaches of the Ashley River stopbank through to the sand dunes. Note further work is underway looking the impacts of groundwater and localised flooding on the campground to assist with decision on the long term future of the campground.
Swindells Road	Maintenance works to clean pipes and culverts has been undertaken. The existing system has been identified to be inadequate and an options report is currently being prepared. Additional budget of \$450,000 (comprising of \$50,000 in 22/23 for design and \$400,000 for construction in 23/24) has recently been approved by Council.
Kiwi Avenue Reserve / Broadway Avenue	The existing system has been identified to be inadequate and a proposed solution has been developed. Additional budget of \$120,000 in 22/23 has recently been approved by Council.
Collins Drive	The installation of a secondary flap valve on the outlet into the Ashley River has been delayed, due to supply issues. The works have been awarded and the installation is proposed to be undertaken in July 2022.
Waikuku Beach Road	The installation of a high level flow culvert under Woodend Beach Road near Stokes Road has been discussed with the Roding & Transport Manager. The current proposed approach is to deploy flooding signs should overtopping occur at this location in the future.
Waikuku Beach Domain	Work on progressing this investigation has been delayed due to internal resourcing constraints. The assessment work has recently commenced. The output of this will be a recommendation to the Greenspace team.

Reserve Road / Broadway Avenue	Both these locations are serviced by a soakpit system that needs to be remediated. These works have been programmed to be undertaken by the Roding maintenance contractor.
Kiwi Avenue	

- 1.3. Further reports will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrading works in the Swindells Road and Broadway Avenue areas, prior to commencing construction works.

Attachments:

- i. Waikuku Beach Drainage (TRIM 191216177546)
- ii. Beach Flooding Community Meeting July 2021 (TRIM 210716117056)
- iii. Flooding and Drainage Issues in Waikuku Beach (TRIM 220419059444)

2. **RECOMMENDATION**

THAT the Board:

- (a) **Receives** Report No. 220602094304.
- (b) **Notes** the following progress on the eight areas identified for further investigation in Waikuku Beach:
 - Waikuku Beach Campground – Complete
 - Swindells Road – Options assessment underway and funding approved
 - Collins Drive – Works awarded
 - Waikuku Beach Road – Investigation complete
 - Kiwi Avenue Reserve / Broadway Avenue – Solution identified and funding approved
 - Waikuku Beach Domain – Investigation recommenced
 - Reserve Road / Broadway Avenue – Remedial works proposed
 - Kiwi Avenue – Remedial works proposed
- (c) **Notes** that further reports will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrading works in the Swindells Road and Broadway Avenue areas in the future.
- (d) **Circulates** this report to the Utilities and Roding Committee for their information.

3. **BACKGROUND**

- 3.1. Waikuku Beach is located in a low lying coastal area that can experience high groundwater levels. The village is protected from fluvial flooding by the Ashley River stop bank system. The Taranaki Stream and Waikuku Stream, which serve large upstream catchments, discharge into the Ashley River in the vicinity of the Waikuku Beach village.
- 3.2. The existing drainage systems predominantly comprise of basic roadside swales, sumps & soakpits and piped outfalls which discharge either to local drains connected to the Taranaki Stream or directly to the Ashley River. Drainage in Waikuku Beach is challenging when ground water levels are high and when tailwater levels in the Taranaki Stream and/or Ashley River are high.

February 2018 Event (Cyclone Gita)

- 3.3. Widespread flooding was experienced across Waikuku Beach and the wider district in the February 2018 storm event. As a result a number of drainage maintenance and investigation works were undertaken (refer Attachment i). A permanent solution for the Kings Avenue issue has since been implemented, however the Waikuku Beach Domain work remaining outstanding.

May 2021 Event

- 3.4. Following the May 2021 flood event a public meeting was held and a presentation given by staff (refer Attachment ii). The following areas were identified for further investigation work:

- Waikuku Beach Campground
- Swindells Road
- Collins Drive
- Waikuku Beach Road
- Kiwi Avenue Reserve
- Waikuku Beach Domain

December 2021 and February 2022 Events

- 3.5. Flooding was subsequently experienced at the following locations as a result of the December 2021 flood event and/or the February 2022 flood event, which required investigation work (refer Attachment iii).

- Swindells Road
- Kiwi Avenue Reserve / Broadway Avenue
- Reserve Road / Broadway Avenue
- Kiwi Avenue

- 3.6. A Flood Team has been formed to look into all the flooding issues in the district after the May 2021, December 2021 and February 2022 major rain events. A total of approximately 600 service requests were received during those events, of which 27 related to issues experienced in Waikuku Beach.

4. ISSUES AND OPTIONS

- 4.1. This section provides an update on each of the eight areas identified for further investigation in Waikuku Beach, as a result of flooding in the May 2021, December 2021 and February 2022 storm events.

Waikuku Beach Campground

- 4.2. Flooding of the Waikuku Beach Campground occurred in the May 2021 storm event as a result of the Ashley River breaching the lower part of the stopbank (refer Attachment i).
- 4.3. Environment Canterbury have undertaken emergency works to extend the lower reaches of the Ashley River stopbank through to the sand dunes. This work was completed in August 2021. A photograph of the completed works is shown in Figure 1 and Figure 2 below.



Figure 1 – Photograph of stopbank extension where flow occurred in the May 2021 event



Figure 2 – Photograph of modified stopbank at the Ashley-Rakahuri River Mouth reserve entrance

- 4.4. Note further work is underway looking the impacts of groundwater and localised flooding on the campground to assist with decision on the long term future of the campground.

Swindells Road

- 4.5. Flooding in Swindells Road has been experienced in the May 2021, December 2021 and February 2022 storm events. It is noted that flooding was also previously experienced during the February 2018 event and maintenance works was undertaken in April 2019 to improve flow through the swales and driveway culverts (refer Attachment i).
- 4.6. Since the most recent events, maintenance works to clean pipes in Park Terrace and driveway culverts in Swindells Road has been undertaken. This has included jetting and CCTV inspection of approximately 300m of pipework as shown in Figure 3 below.



Figure 3 – Pipework CCTV inspected in the Swindells Road / Park Terrace area

- 4.7. An options assessment is currently underway looking at short term through to long term options to improve the drainage at this location. The potential options include:

- Localised upgrades of driveway culverts, pipes and swale to provide a functional improvement to the existing system (expected 2 year capacity).
 - System wide upgrades and extension to provide a 5 year level of service capacity in the primary system.
 - Provision of pump chamber to enable efficient and effective deployment of a temporary pump.
 - Installation of a permanent pump station.
 - Use of the adjacent reserve to provide a stormwater retention basin.
- 4.8. The options assessment is yet to be finalised, however it is likely that the pipe through the stopbank will need to be replaced as it is in poor condition.
- 4.9. An additional budget of \$450,000 was requested as part of the Drainage Staff Submission to the Draft 2022-23 Annual Plan (refer TRIM 220505071056). This included \$50,000 in 2022/23 for design and \$400,000 in 2023/24 for construction. This budget was approved by Council for inclusion in the final 2022-23 Annual Plan.
- 4.10. This budget will enable the system to be upgrade and extended along the toe of the stopbank, and also for a pump chamber to be installed for a temporary pump. The next steps are to finalise the options memo before seeking feedback on the proposed solution.
- 4.11. A further report will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrades in Swindells Road.

Kiwi Avenue Reserve / Broadway Avenue

- 4.12. Flooding in the Kiwi Avenue Reserve / Broadway Avenue area has been experienced in the May 2021 and December 2021 storm events. It is noted that flooding was also previously experienced during the February 2018 event and upgrading works were undertaken to improve the drainage at the western end of Kiwi Avenue (refer Attachment i). However the drainage issue at the north west corner of the reserve was not resolved by these work.
- 4.13. An options assessment has been completed for this issue. The recommended solution is to install new 300mm pipe from the low point in the reserve through to the Park Terrace drain (refer Figure 4 below). Shallow bunding is also proposed along the western and northern boundaries of the Kiwi Avenue reserve.

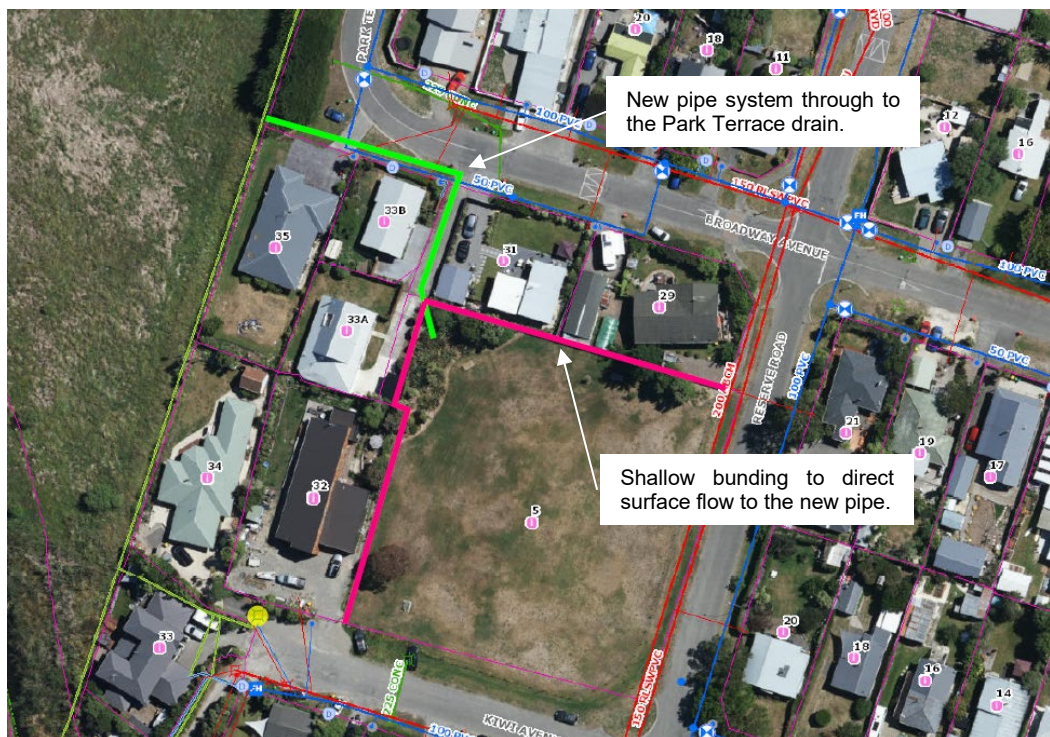


Figure 4 – Pipework CCTV inspected in the Swindells Road / Park Terrace area

- 4.14. An additional budget of \$120,000 was requested as part of the Drainage Staff Submission to the Draft 2022-23 Annual Plan (refer TRIM 220505071056). This included the full \$120,000 in 2022/23 for design and construction. This budget was approved by Council for inclusion in the final 2022-23 Annual Plan.
- 4.15. Initial consultation has commenced with the directly affected property owners to obtain their views of the proposed solution. This identified other issues with the drainage at the Reserve Road / Broadway Avenue intersection that will need to be improved. Additionally the investigation work undertaken identified an undersized pipe on the existing system at the Park Terrace / Broadway Avenue intersection that will need to be improved.
- 4.16. A further report will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrades in the Kiwi Avenue Reserve / Broadway Avenue area in the near future.

Collins Drive

- 4.17. Flooding occurred in Collins Drive during the May 2021 storm event as a result of backflow from the Ashley River bypassing the existing flapgate (refer Attachment i). Maintenance works have been undertaken to improve the operation of the existing flapgate, which is owned by Environment Canterbury. However a secondary flapgate is considered necessary to prevent backflow if the existing flapgate fails in the future.
- 4.18. It is proposed to install a Wastop valve in the upstream manhole in Collins Drive (refer Figure 5 below).



Figure 5 – Location of proposed Wastop valve in Collins Drive

- 4.19. A non-standard Wastop is required as the valve will be installed on the upstream end of the outlet pipe, rather than the downstream end at the outlet as per typical installation. There has been a longer lead time to supply the Wastop required than originally expected. The works have been awarded and the installation works will be undertaken in July 2022. This will require the manhole to be partially deconstructed to install the valve.

Waikuku Beach Road

- 4.20. Flooding occurred over Waikuku Beach Road, just to the west of Stokes Road, during the May 2021 storm event as a result of flow from the Waikuku Stream backing up behind the Leggitts Road outlet and filling the farmland behind the stopbank (refer Attachment i).

- 4.21. The flooding depth was less than 100mm so was possible to traffic at low speeds. The Council's localised flood hazard maps indicate that flood depths could reach up to 280mm in a 100 year flood event, which would still be possible to four-wheel drive vehicles (refer Figure 6 below).

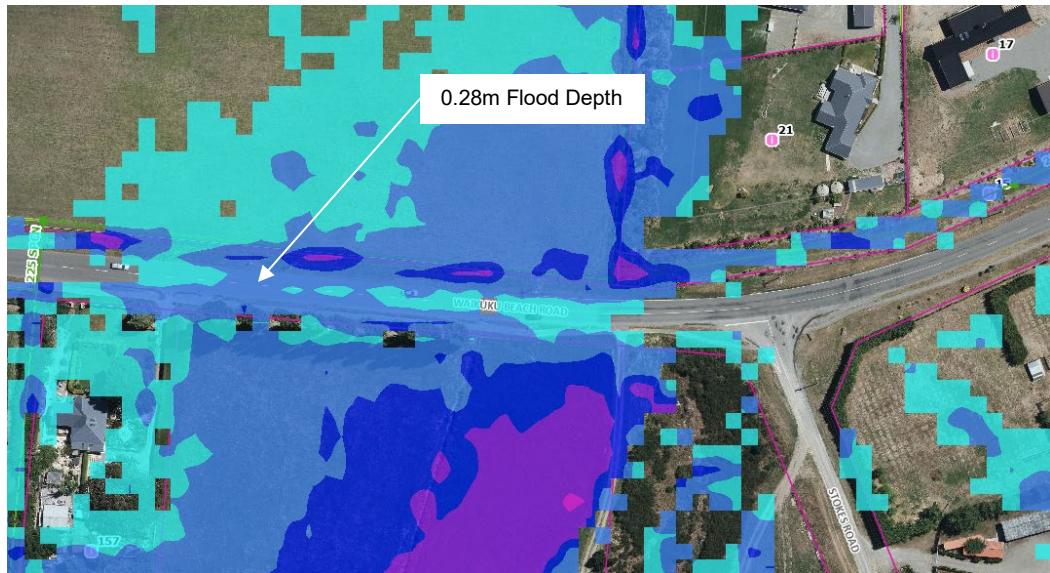


Figure 6 – Location of deepest spill point over Waikuku Beach Road

- 4.22. The installation of a high level flow culvert under Woodend Beach Road near Stokes Road has been discussed with the Roding & Transport Manager. The current proposed approach is to deploy flooding signs should overtopping occur at this location in the future.

Waikuku Beach Domain

- 4.23. An area of the Waikuku Beach Domain near the flying fox can experience ponded water for an extended period of time following significant rainfall events. The ponded water is stagnant with no outlet and can produce odour issues in the summer. This issue was experienced following the February 2018 and May 2021 events (refer Attachment i), however has not been as problematic following the more recent December 2021 and February 2022 events. The current condition of the area is shown in Figure 7 below.



Figure 7 – Area prone to ponding adjacent to the flying fox in the Waikuku Beach Domain

- 4.24. Work on progressing this investigation has been delayed due to internal resourcing constraints. The assessment work has recently recommenced and will cover an assessment of the following options:

- Filling of the low areas
- Installing subsoil drainage
- Converting area to a permanent wetland
- Creating a bund around the western side
- Installing a pipe to drain the low area

- 4.25. The output of this assessment will be a recommendation to the Greenspace team for their consideration.

Reserve Road / Broadway Avenue & Kiwi Avenue

- 4.26. Flooding of two low lying garages, one in Broadway Avenue (just off Reserve Road) and one in Kiwi Avenue (refer Figure 8 below), have occurred in December 2021 and February 2022 events. Both these areas are serviced by two soak pits and there is no piped drainage system in this area (apart from the pipe under the road linking the two soakpits). The ground east of Reserve Road is lower than surrounding area so there is no defined secondary flow path.



Figure 8 – Location of flooding at the low points in Reserve Road/Broadway Avenue and Kiwi Avenue

- 4.27. Jetting and CCTV inspection of the pipes has been undertaken and a topographical survey has been completed. The soakpits need to be fully remediated to ensure they are functioning as intended. This work has been issued to the Roading maintenance contractor and is programmed to be undertaken in the next month.

Implications for Community Wellbeing

Some of the locations of flooding have had flooding in the past and some residents have had to make insurance claims for flood related damage. This has a potential implication on community wellbeing for these residents.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be directly affected by the investigation work, however they will have an interest in any future proposed works that may have an impact on waterways and rivers. Staff will update the Runanga at the executive meetings and where relevant on specific projects engage with Mahaanui Kurataiao (MKT).

At this stage it is expected that the Swindells Road Drainage Upgrade will be able to be carried out under existing consents. However, as this is a direct discharge to the Ashley River, we will specifically seek input from the Runanga via MKT on project design and construction aspects. All the other projects are effectively work on the existing network.

5.2. **Groups and Organisations**

Directly affected property owners will be consulted with on the proposed upgrades.

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

5.3. **Wider Community**

The wider community will be kept informed via the Council's website. A dedicated webpage has been set up for the recent flood events across the wider district, refer:

<https://www.waimakariri.govt.nz/services/water-services/stormwater/drainage-works>

A community meeting was held for Waikuku Beach residents on 6 July 2021, however not all investigation work has been yet to be completed. If necessary, a targeted update to the Waikuku Beach community, either via a local newsletter flyer or dedicated flyer will be delivered to all addresses in the village.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report.

The following budgets were recently approved by Council for inclusion in the final 2022-23 Annual Plan (refer TRIM 220505071056):

- Broadway Ave Drainage Upgrade – \$120,000 (in 2022/23)
- Swindells Road Drainage Upgrade – \$450,000 (comprising of \$50,000 in 2022/23 for design and \$400,000 in 2023/24 for construction).

All other investigation and maintenance works is being undertaken from existing operational budgets.

6.2. **Sustainability and Climate Change Impacts**

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

Any proposed upgrading works will consider the potential impacts of climate change in terms of higher rainfall intensities and sea level rise. The procurement of any physical works will use sustainable procurement practices.

6.3. **Risk Management**

There are no additional risks arising from the adoption/implementation of the recommendations in this report. The improvements implemented as a result of the drainage assessment identified will reduce the overall risk profile to Council and the community.

6.3. **Health and Safety**

The health and safety risks associated with undertaking this investigation work and with the development of proposed solutions will be managed by following standard Council processes.

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. Authorising Legislation

The Local Government Act 2002 sets out the power and responsibility of local authorities, including the Council's role in providing drainage services.

7.3. Consistency with Community Outcomes

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

- *There is a safe environment for all*
- *Core utility services are provided in a timely and sustainable manner*

7.4. Authorising Delegations

The Woodend-Sefton Community Board has delegation to receive this report as it relates to issues affecting the ward area.

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: DRA-06-10-01 / 191216177546

DATE: 19th December 2019

MEMO TO: Owen Davies, Drainage Asset Manager; Kalley Simpson, 3 Waters Manager

FROM: Victoria Clark, Consultant Engineer

SUBJECT: Waikuku Beach Drainage

1. Introduction

The purpose of this memo is to:

- Summarise the drainage works undertaken in Waikuku Beach since July 2018
- Note the drainage issues in Waikuku Beach which have not yet been addressed and provide high level options for potential future improvements.

The areas covered in this memo where drainage issues were identified include:

- Swindells Road
- Reserve Road
- Broadway Avenue
- Reserve Road / Kiwi Avenue Park
- Rotten Row Reserve
- Kings Avenue / Allin Drive (drain through private property and Kings Avenue culverts)
- Allin Drive
- Kings Avenue sump
- Taranaki Stream flood gate.

2. Investigations and work completed

WDC have undertaken a number of drainage maintenance and investigative activities within Waikuku Beach since July 2018. It was noted a significant amount of the drainage infrastructure in the area was not recorded in GIS and RAMM. These have since been updated. The works undertaken in each area are summarised below.

Figure 1 summarises the works undertaken and the drainage issues still to address.

Swindells Road

The existing culverts and swales on Swindells Road have been cleaned by Sicon (April 2019).

Rotten Row Reserve

Surface ponding in Rotten Row reserve prompted (in September 2018):

- Clearing of the culverts on the east side on Rotten Row by Sicon
- Inspection of the soak pit in the south east corner of the reserve. The soak pits were found to be clear and functioning effectively.

Further monitoring of the ponding in the reserve is required. Refer to section 3.



Figure 1. Waikuku Beach maintenance and investigations undertaken since July 2018. Red items are completed works / investigations and blue items are ongoing issues.

Reserve Road

Flooding on Reserve Road has been an ongoing issue, in particular at the northern end of the road and at the intersection with Broadway Avenue. The following activities have been undertaken (in August 2018):

- Documentation of the existing drainage infrastructure
- Clearing of the swales and culverts
- Inspection of the soak pits.

Soak pits were identified at the intersections of Reserve Road with Cross Street and with Broadway Avenue. The soak pits were found to be clear and functioning effectively. The reason for lack of drainage ability was assessed to be that groundwater levels are high, meaning, particularly at high tide, the soak pits are unable to drain. At low tide when the groundwater level drops, the water is able to drain away.

At the northern end of Reserve Road in the western berm a water main was exposed (Figure 2). The WDC Water Unit lowered the water main, but in the process disrupted the drainage from Reserve Road to the lagoon by removing a section of the outlet pipe and burying the pipe inlet. The WDC Roding team are currently in the process of locating the outlet of the pipe and will reinstate as required.

The Roding team are also currently working on an issue at 15 Reserve Road. The level of the property is low. Consequently, stormwater from the road flows into the property. Roding have recently installed a new sump on the Reserve Road footpath with a pipe connection discharging to an existing sump (which then discharges to a soak pit), refer to Figure 3. The impact of this work should be monitored.



Figure 2. Reserve Road water main and drainage outlet to lagoon.



Figure 3. New sump and pipe recently installed by Roding at the intersection of Cross Street and Reserve Road.

Broadway Avenue

The existing swales and culverts on Broadway Avenue have been cleaned out by Sicon (in August 2018).

Park Terrace Drain

The existing drain, parallel to Park Terrace, was cleaned by Sicon (in July 2018).

Reserve Road / Kiwi Avenue Reserve

There have been several service requests (DR1800031, DR1800042, DR1800239) relating to water ponding on the reserve at the corner of Kiwi Avenue and Reserve Road. It is understood in large rain events the water flows across the reserve to the properties to the northwest.

Old drainage plans show an existing sump at the northwest corner of the reserve, connecting to a pipe, with two further sumps within 35 Broadway Avenue, discharging to the Park Terrace drain. The sumps within 35 Broadway Avenue were located on site, however the sump within the reserve could not be located.

CCTV was attempted (October 2018) to confirm the location and condition of the pipes and sumps. It was found there is a soak pit at the end of the pipe in 35 Broadway Avenue and it does not extend to the reserve (Figure 4). These pipes are not shown in WaiMaps.



Figure 4. 35 Broadway Avenue stormwater pipes.



Figure 5. Kiwi Avenue drainage works.

At the southwest corner of the reserve, on Kiwi Avenue, the Roding team have recently installed a new sump and pipe connection to an existing sump, which discharges west into the Park Terrace drain (Figure 5). This is to address the issue of ponding water along the southern end of the reserve. The impact of this work should be monitored, and further work investigated. In particular the northeast of the reserve should be monitored, and options investigated if drainage issues persist.

Kings Avenue / Allin Drive

The existing culverts and the drain through private property from Kings Avenue to Allin Drive were cleaned by Sicon (July 2018). Similarly, existing swales and culverts on both Kings Avenue and Allin Drive were cleaned (July 2018).

Kings Avenue Sump

An existing sump outside the 37 / 39 Kings Avenue boundary is currently not draining water away in rain events, and consequently flooding of the road which extends into the neighbouring properties has been observed.

Investigations identified this sump is the upstream sump of a bubble-up system across Kings Avenue. The downstream sump was located and exposed (Figure 6). The sumps and pipe were cleaned out (August 2019) and are now functioning.



Figure 6. Kings Avenue downstream bubble-up sump opposite 37 / 39 Kings Avenue.



Figure 7. Kings Avenue downstream bubble-up sump opposite 37 / 39 Kings Avenue, and drainage path to the north behind the water pump station.

Currently from the bubble-up sump the water continues overland behind the Waikuku Beach Water Treatment Plant and pump station (Figure 7). This poses a risk of erosion and damage to the Council building. Permanent options to mitigate the flood risk and formalise the discharge from the bubble-up sump were identified. A permanent solution is yet to be implemented. Refer to 'Kings Avenue Culvert, Waikuku Beach' August 2019 memo (TRIM 190826119217) for further information.

Taranaki Stream flood gate

Liaison between WDC and Environment Canterbury (ECan) suggests that the Taranaki Stream tide gate is not operating optimally. This is likely to be contributing to the high-water level in the Taranaki Stream and its tributaries around Waikuku Beach.

To address this ECan have undertaken maintenance work on the Taranaki Stream and dredging of the channel downstream of the flood gate. The work has improved drainage behind the stopbank and had a noticeable effect on water levels in the Taranaki Stream.

Further work is planned by ECan to the flood gate itself to replace the seals. As a temporary measure, to help reduce water levels upstream, ECan staff have been manually operating the gate to allow the maximum volume of water to pass through.

3. Ongoing drainage issues

The known drainage issues in Waikuku Beach which have not yet fully been addressed include:

- Rotten Row Reserve surface ponding
- Waikuku Beach Domain surface ponding.

It is recommended that flooding at these locations, and those where maintenance works have been undertaken, is monitored. If drainage issues persist further remedial solutions should be investigated and implemented.

Groundwater

High groundwater levels (tidally influenced) are a contributing factor to the drainage issues around Waikuku Beach. A groundwater monitoring well at 34 Queens Avenue (M35/0443) has a groundwater record with monthly data from 10th June 1968 to present (latest reading 4th October 2019), refer to Figure 8.

The data shows that since 1968 the groundwater level has generally risen, with particularly high levels measured over the last 20 years. The data demonstrates that increasingly the groundwater level is above ground level for periods each year.

The consequence of the high groundwater levels is that the period of time in which water is able to effectively drain from the area is reduced. This leads to water ponding on the surface for longer periods of time.

Groundwater Level M35/0443

— Groundwater level — Ground level

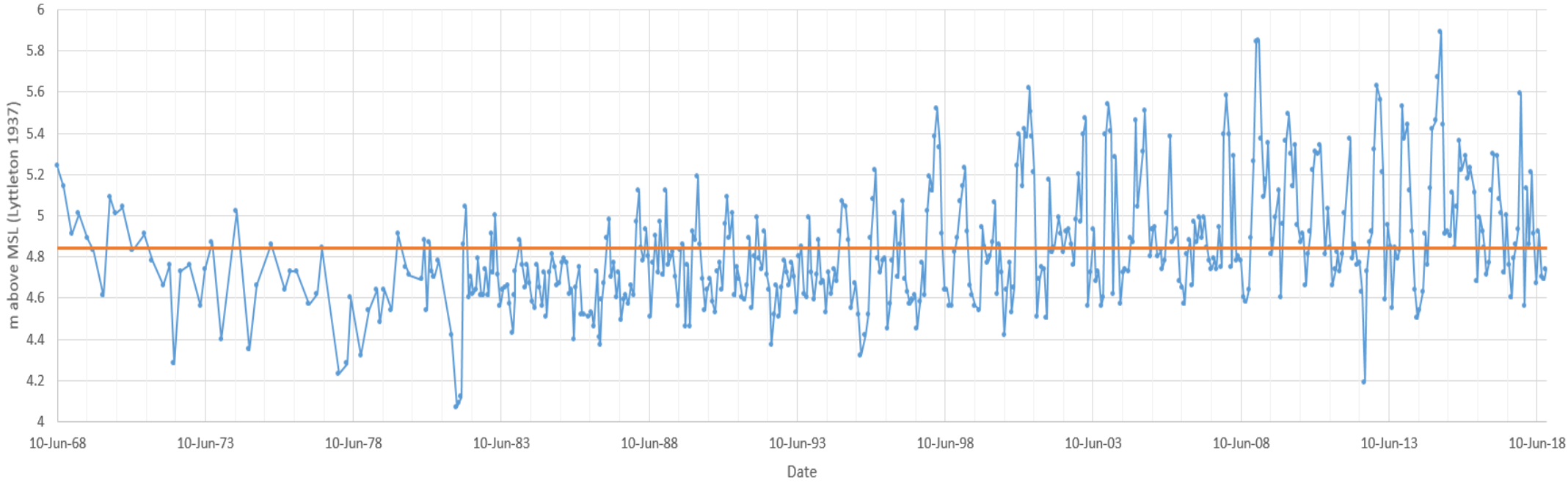


Figure 8. Groundwater data from M35/0443. The ground level measured at the location of the well (4.84 MSL) is shown by the orange line.

Domain

Flooding of the Waikuku Beach Domain between Bridge Street and Waikuku Beach Holiday Park has become an issue in recent years (Figure 9).

It is understood the cause of the domain flooding is a combination of the following:

- High groundwater
- Old land fill site – it is possible ground settlement has occurred
- Ground movement following the Kaikoura earthquake.



Figure 9. Waikuku Beach domain. The left image is from 2018 and shows the area of the domain (circled in red) which experiences regular flooding. The right image from 2014 shows the area without flooding.

If drainage issues in the domain persist remedial options could include:

- Filling of the low areas
- Installing subsoil drainage to discharge to the Taranaki Stream (to the west)
- Converting the area to a permanent wetland or pond
- Creating a bund around the western side of the low area to prevent water spilling from the Taranaki Stream to the west
- Installing a pipe to drain the low area to the Taranaki Stream (to the west)

Each of these potential options would need to be investigated to determine the feasibility and effectiveness. It is unlikely that one option alone will completely address the drainage issues in this area. It is recommended that the next step is to undertake topographical survey and a geotechnical assessment of the area prone to flooding.

Rotten Row reserve

No works have been undertaken to directly address the surface ponding within the Rotten Row reserve. As discussed in section 2 the soak pits have been inspected and confirmed to be in good condition. Due to the high groundwater levels in the area the soak pits are unable to drain away at high tide which is likely contributing to water ponding in the reserve. It is recommended any flooding in the reserve is monitored and if the issue continues further action may be required. This could include installing subsurface drainage along the western boundary of the reserve, or upgrading or installing new soak pits.

Reserve Road / Kiwi Avenue Reserve

Although investigation work has been undertaken to locate the existing stormwater infrastructure in the reserve, no work has been completed to directly address the surface water flowing across to the northwest of the reserve. The installation of the new sump in

the southwest corner of the reserve could positively effect this. It is recommended the impact of the new sump is monitored and further action may be required if the problem persists. This could include installation of subsurface drainage along the northern and western boundaries in the reserve, reinstating the pipeline through 33 Broadway Avenue, and / or installing a new soak pit in the northwest corner of the reserve.

4. **Summary**

Since July 2018 there have been a significant amount of drainage maintenance works undertaken in Waikuku Beach, including on Swindells Road, Reserve Road, Broadway Avenue, Kings Avenue and Allin Drive. It is expected these works will have a positive impact on the drainage capability of the area.

It is important to note however, that groundwater levels in Waikuku Beach are high and this consequently poses challenges with the ability of the area to drain effectively. It will not be possible to fully address drainage issues and flood risk in Waikuku Beach via gravity, however, the aim should be to minimise the impact to private property and users of the public spaces.

It is recommended that the recent maintenance activities are monitored, and future actions taken if flooding issues continue to adversely and regularly impact the public.

It is also recommended the following are progressed:

- Survey and geotechnical investigations at Waikuku Beach Domain
- A permanent solution implemented to mitigate the flood risk and formalisation of the discharge from the Kings Avenue bubble-up sump
- Annual maintenance of the culverts and swales in Waikuku Beach
- A 'Monitoring Plan' and recording register is prepared and assigned to staff for action including all sites / assets discussed within this memo and any existing monitoring / maintenance tasks in Waikuku Beach.



Waikuku Beach Flooding

**Community Meeting
July 2021**

Kalley Simpson, 3 Waters Manager



Agenda

- **Welcome – Gerard Cleary**
- **Background**
 - Drainage Context
- **Recent Flood Events**
 - February 2018 Event
 - May 2021 Event
- **Areas of Flooding**
 - Proposed Mitigation Works
- **Way Forward / Timeframe**
- **Questions and Feedback**



Background

Waikuku Beach – Drainage Context

- Low lying coastal area*
- High groundwater
- Large upstream catchments from rural and urban areas*
- Basic stormwater system roadside swales, soakpits, sumps and pipes
- Protected from fluvial flooding by the Ashley River stop bank system

Drainage is challenging in Waikuku Beach



Background – Historical Flooding ³⁴



January 1953 Flood - Looking across the Ashley River at flooding between Waikuku Beach and Woodend Beach. Floodwaters extended through to the Pines and Kairaki. Photograph by L Ernle Clark for North Canterbury Catchment Board.

Recent Flood Events

February 2018 Event (Cyclone Gita)

- Significant event:
 - 100mm in 12 hours
 - Groundwater levels already high
- Widespread flooding across Waikuku Beach and wider District
- Areas Investigated:
 - Swindells Road
 - Reserve Road
 - Broadway Avenue
 - Kiwi Avenue Reserve
 - Rotten Row Reserve
 - Waikuku Beach Domain
 - Kings Avenue / Allin Drive
 - Allin Drive
 - Kings Avenue sump
 - Taranaki Stream flood gate.

35





Recent Flood Events

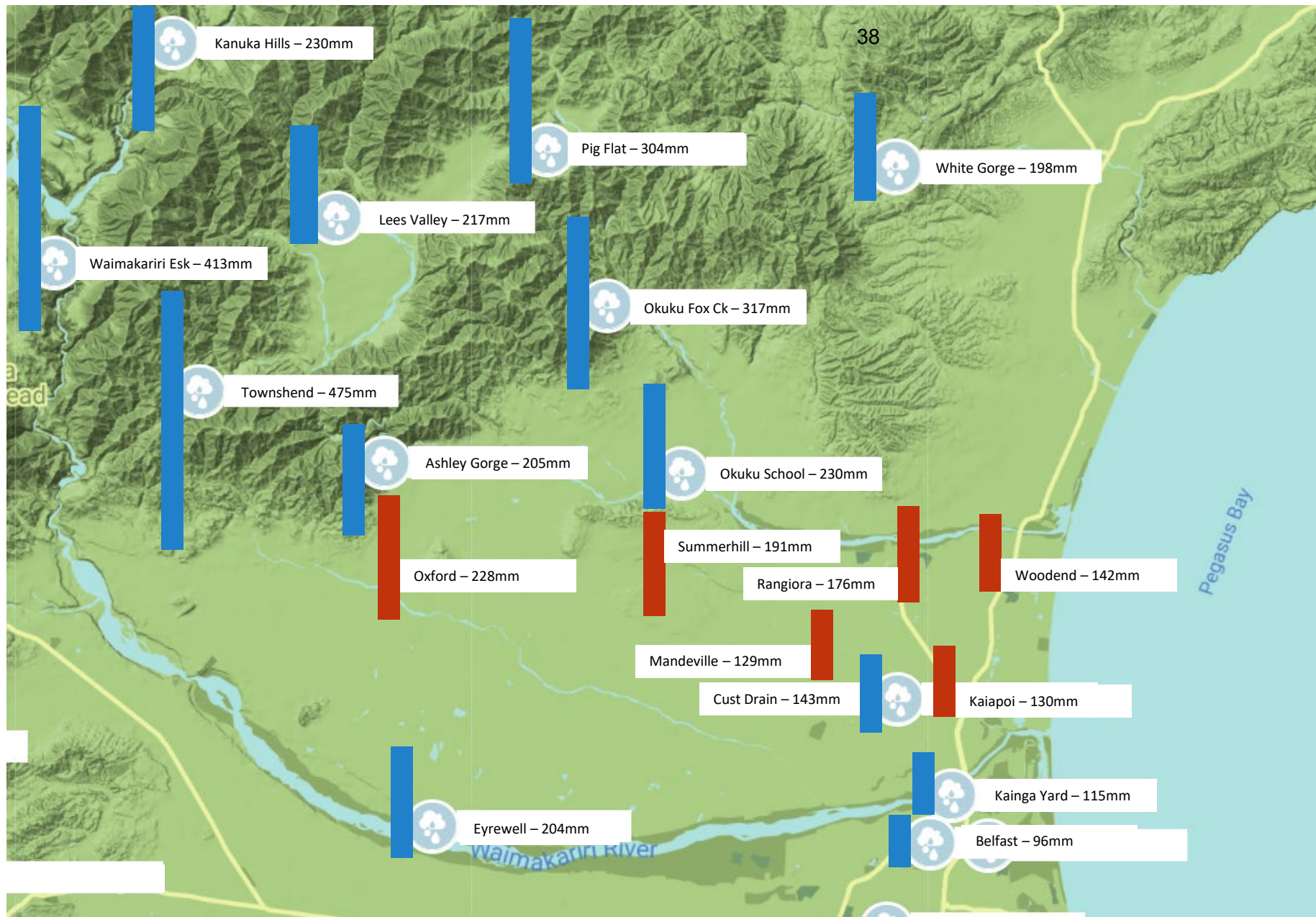
37

May 2021 Event

- Long duration event:
 - 142mm over 48 hours
- Two main issues:
 1. Stormwater behind the stopbank not being able to get drain away.
 2. High river levels breaching or back flowing into the Localised flooding in Kaiapoi. No wastewater overflows.
- Main areas of flooding:
 - Waikuku Beach Campground
 - Swindells Road
 - Collins Drive
 - Waikuku Beach Road
 - Kiwi Avenue Reserve
 - Waikuku Beach Domain



Rainfall Depths

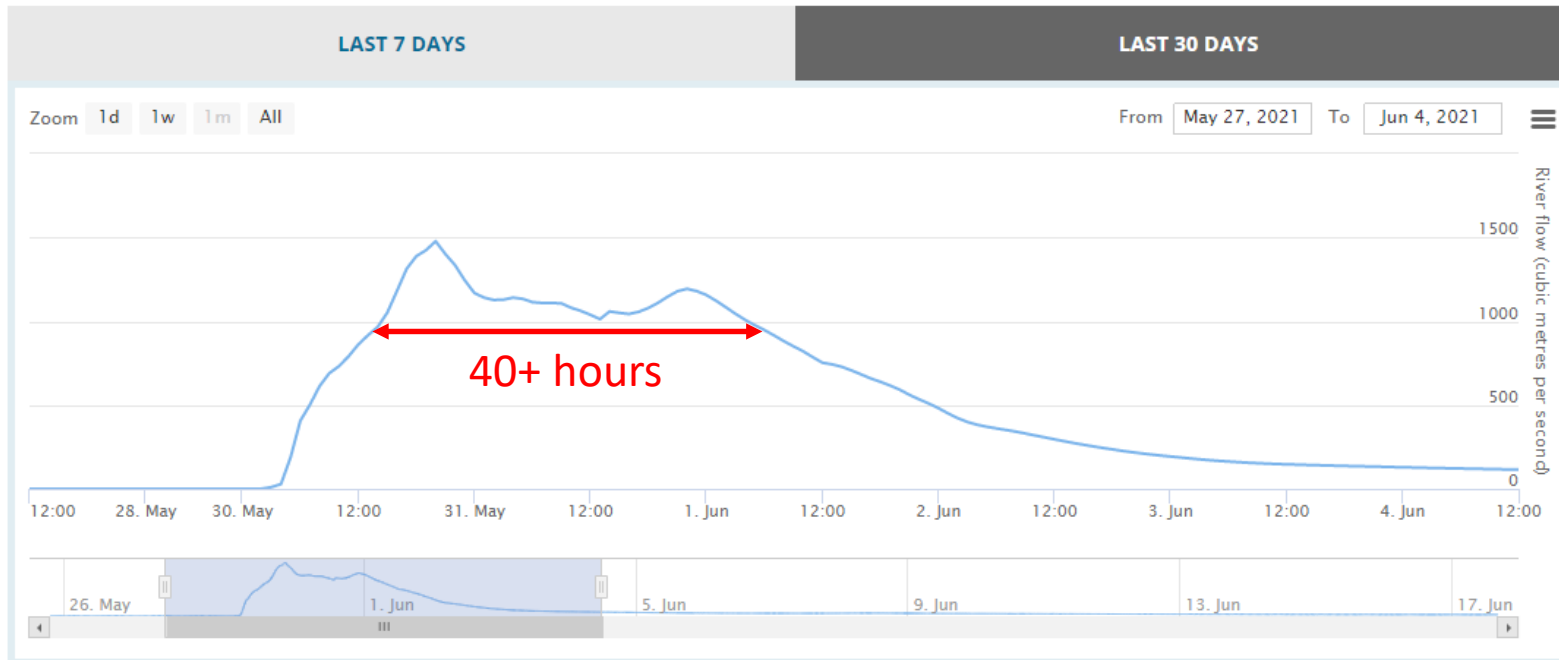


- Higher in hills compared to coast
- Higher in north compared to south
- Rivers more impacted than urban stormwater networks

River Flow for Ashley River at RTB (Cones Rd)

LAST SAMPLE (NZD STD TIME)	STAGE M	FLOW M3/S	CHANGE MM/H	7 DAY PEAK STAGE	7 DAY PEAK FLOW	7 DAY PEAK DATE	TEMP CELSIUS
17-Jun 16:00	0.607	45.135	-1	0.738	72.01	10-Jun 00:10	

River flow (cubic metres per second)

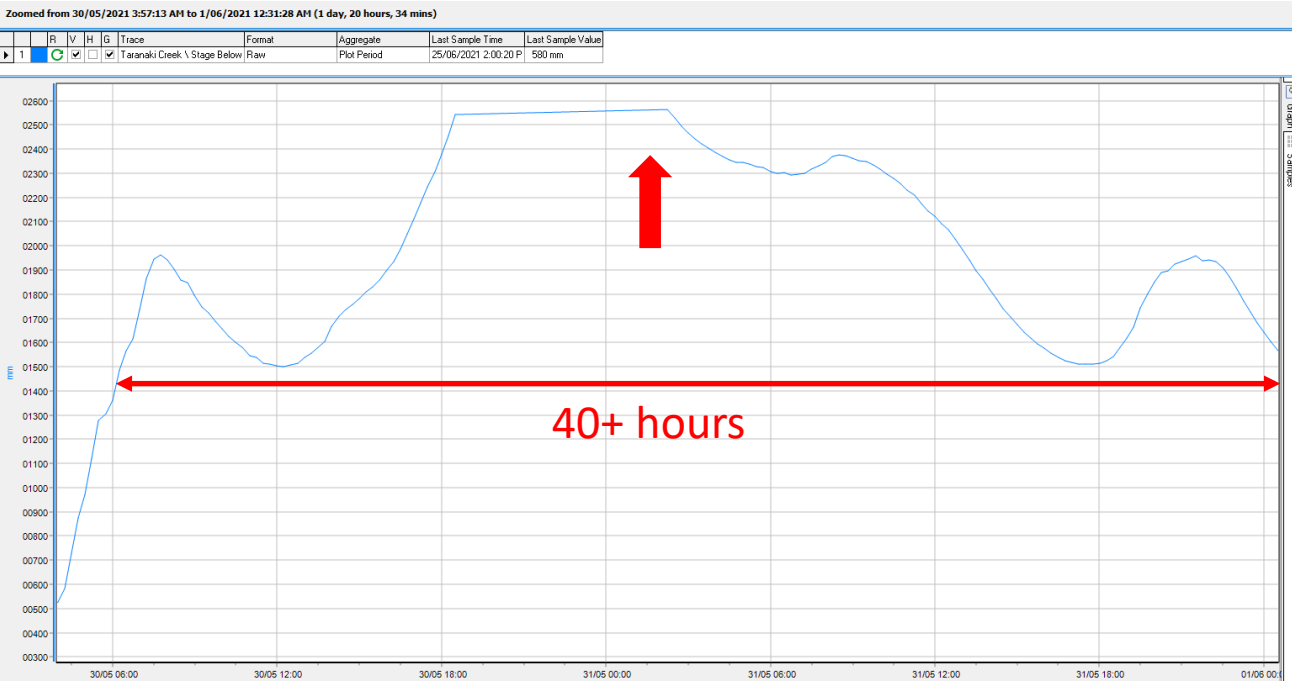


[Back to Listing](#) [Download data](#)

Sand Spit / Bar Breach

40

- Breach sometime between 1am and 7am
- Potentially at about 2:30am at low tide?

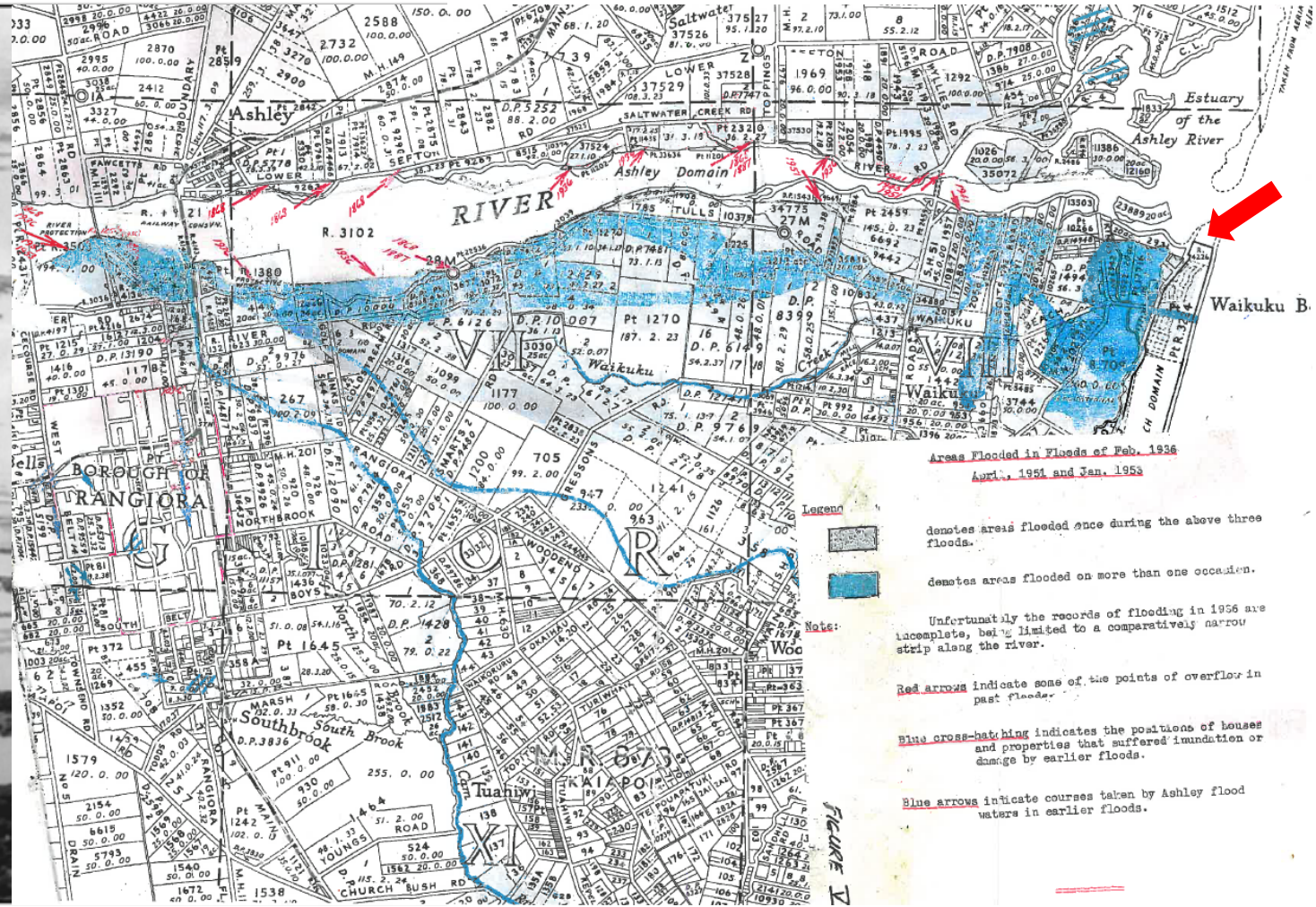
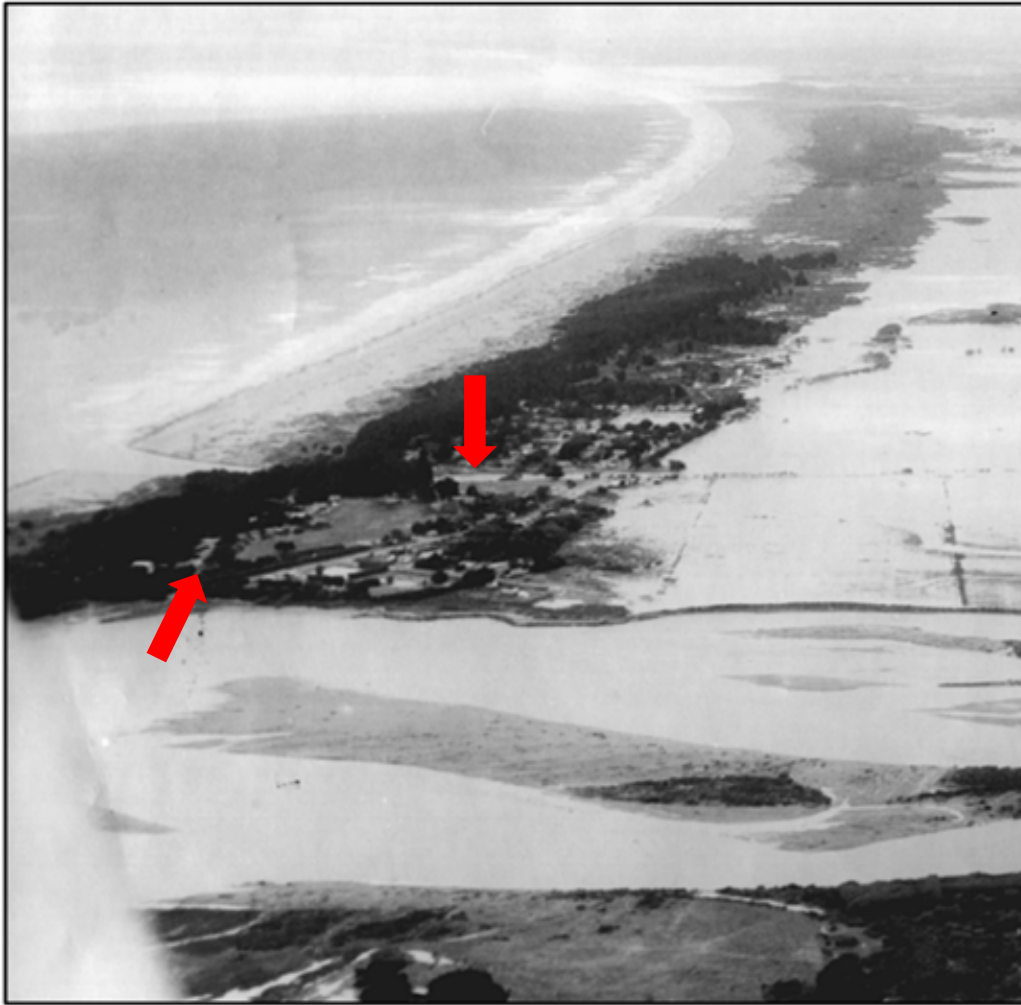


Waikuku Beach Campground⁴¹

- Flooded at about 9:30pm Sunday

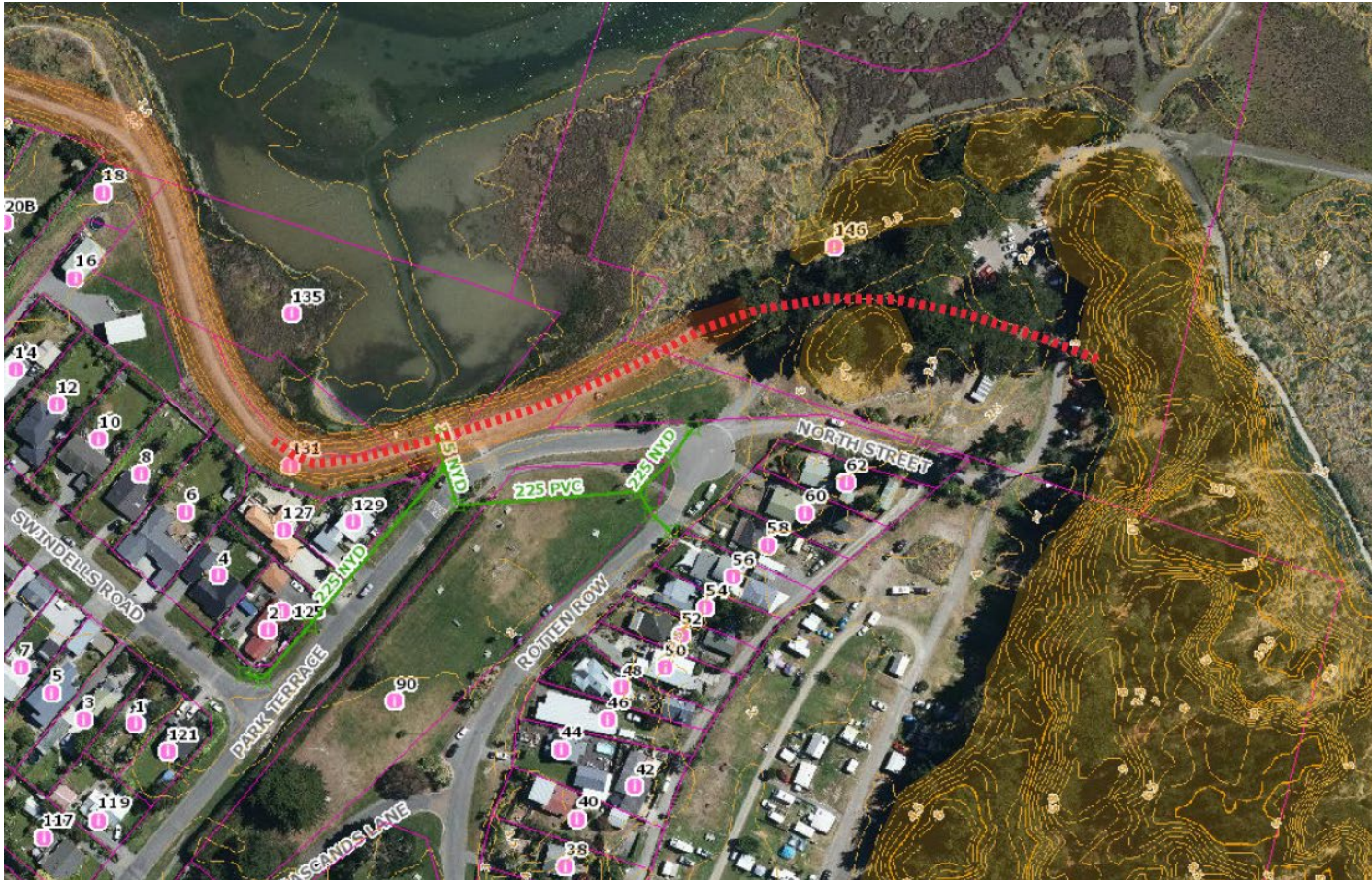


Historical Breaches of the Ashley River



Waikuku Beach Campground⁴³

- Proposed Works – Stopbank modification led by Environment Canterbury



Waikuku Beach Campground

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Line Drawings

- New Construction (lift varies 300-1200mm)
- Low Lift of Existing Bank ($\leq 300\text{mm}$)
- Rating Units with Ratepayer & Owner Details

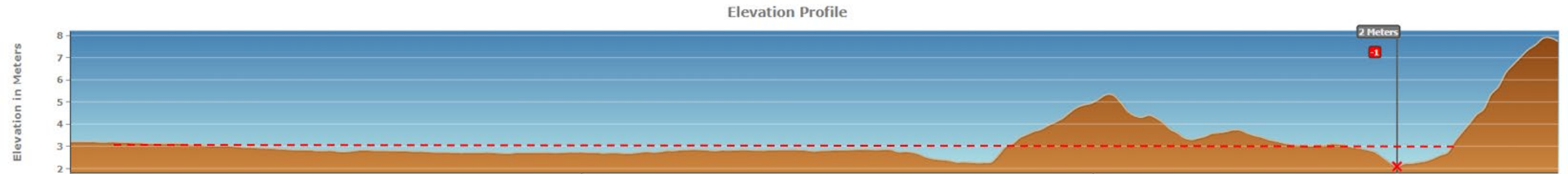
- 500-600mm high carpark accessway ramps up over the extended stopbank
- Commence this month and take approximately 3 weeks to complete

Waikuku Beach Campground 45



Elevation Profile Measure Profile Result

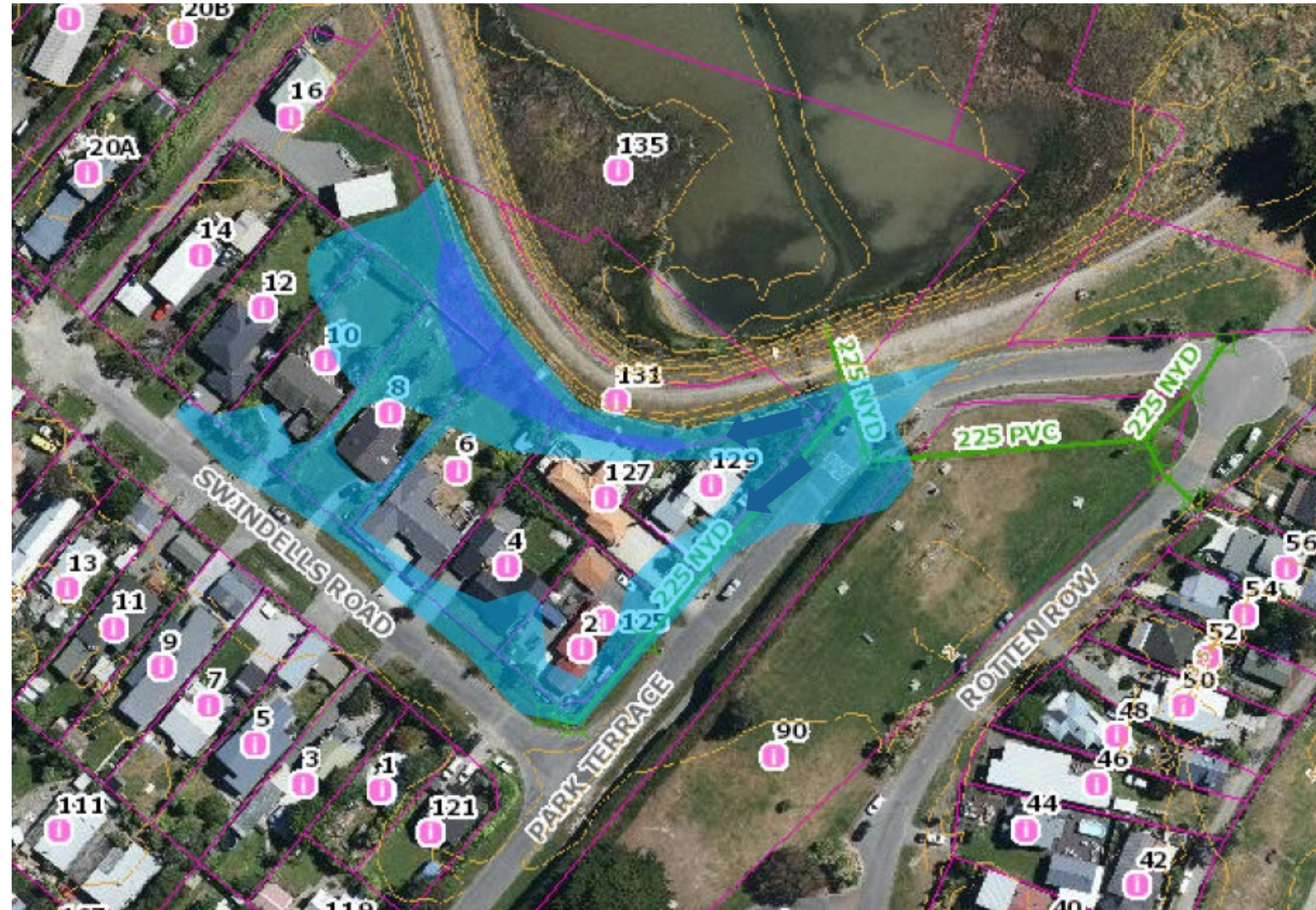
Hover over or touch the Elevations Profile chart to display elevations and show location on map.



Swindells Road

46

- Flooding due to backing up behind flapgate
- Back-flowed:
 - along the toe of the stopbank
 - Up Park terrace and into Swindells Road
- Pumps:
 - Deployed by landowners initially
 - Then by Council on Monday



Swindells Road

47

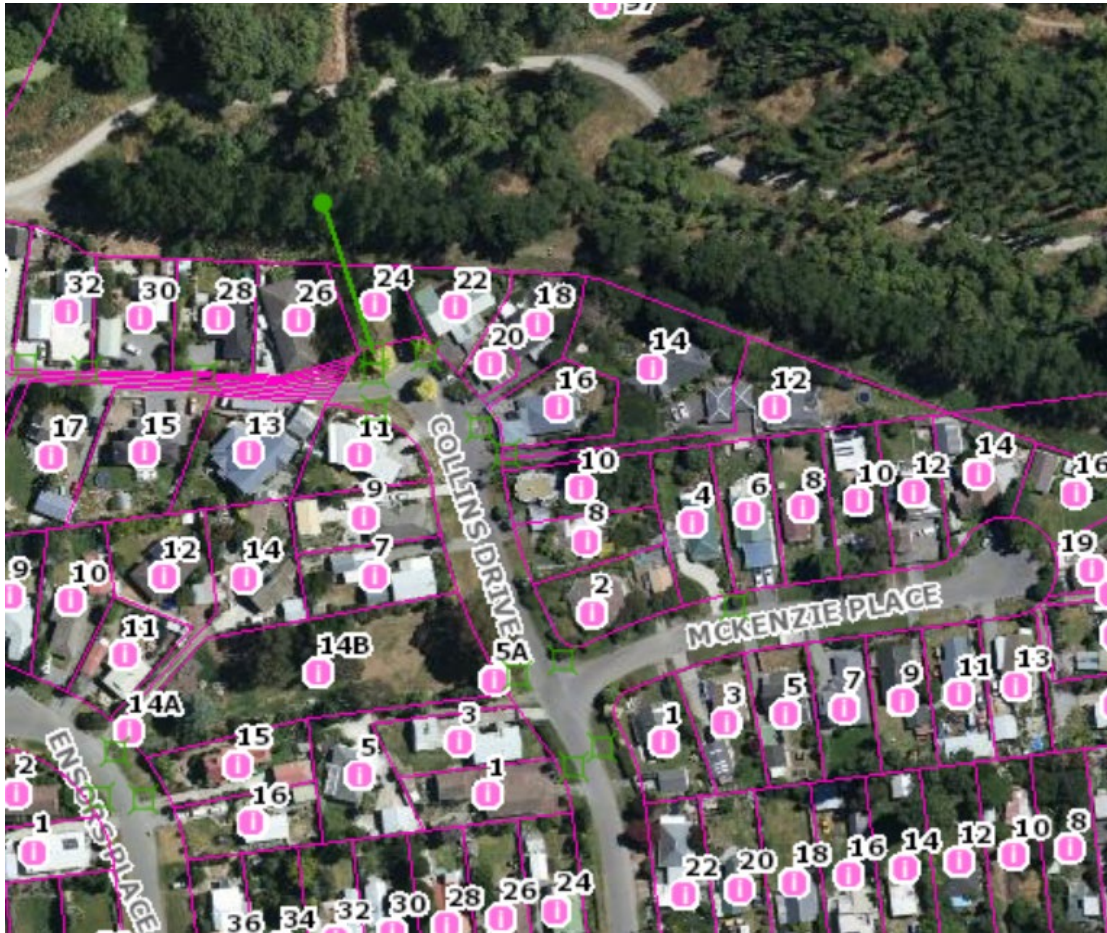
- Next steps:
 - Survey of ground level, CCTV inspection of pipework, capacity assessment of pipework and swales.
 - Options assessment:
 - Maintain existing system
 - Upgrade existing pipework and swales
 - Proactively deploy temporary pumps
 - Permanent pump system
- Actively monitor weather forecasts:
 - Ensure systems are maintained (pre-event inspections)
 - Deployment of temporary pumps (if significant events are forecast)



Collins Drive

48

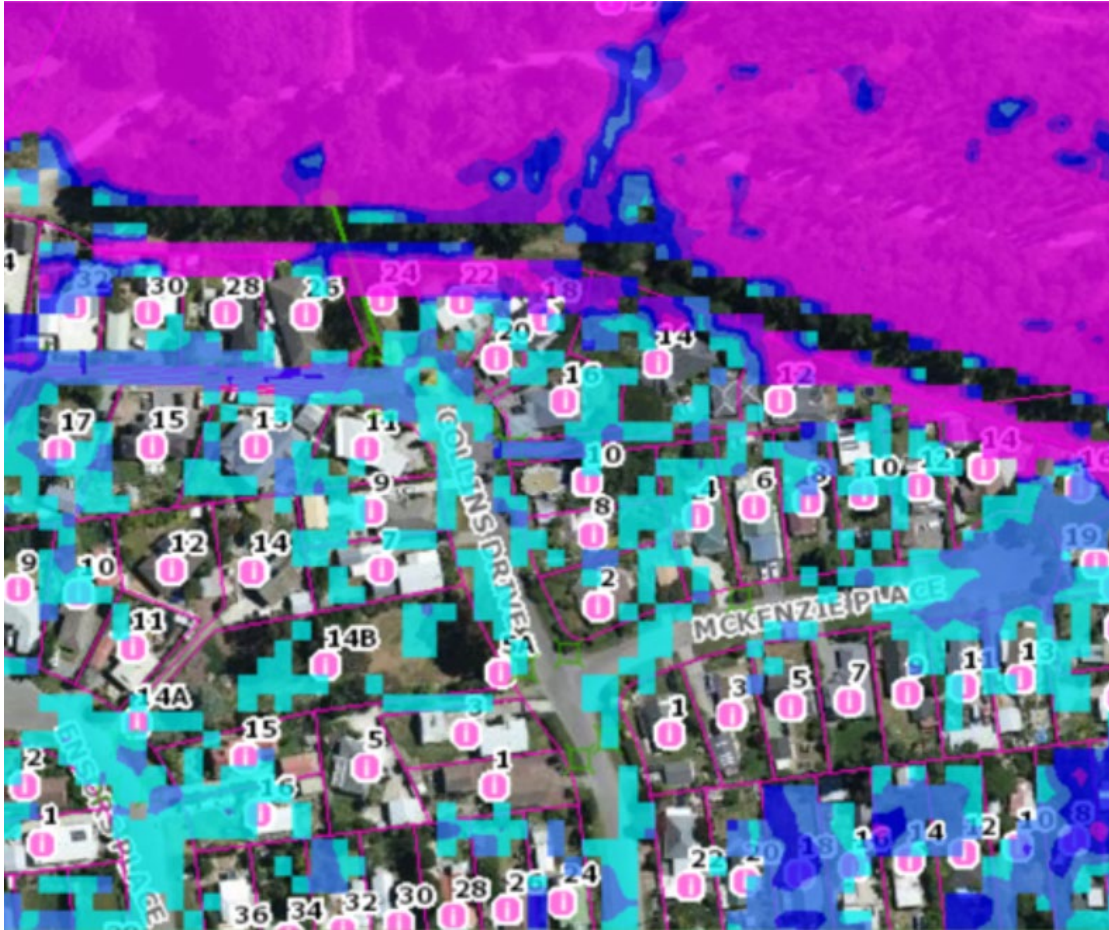
- Flooding – backflow from the Ashley River (dirty water)



Collins Drive

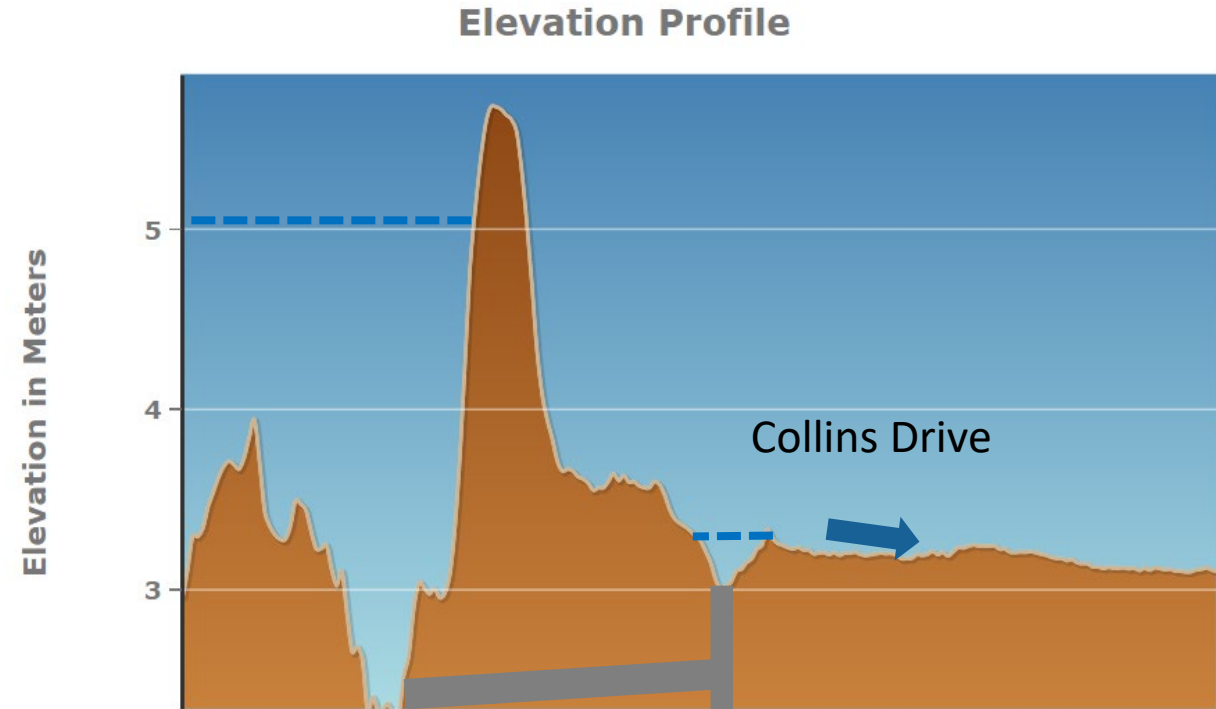
49

- Flooding – backflow from the Ashley River (dirty water)



Collins Drive

50



- Backflow occurred through the stormwater system

Collins Drive

- Proposed Works
 - Improve the operation of the existing flapgate - access for maintenance, protection from debris blockage during events
 - Install a secondary flapgate – potentially a Wastop valve

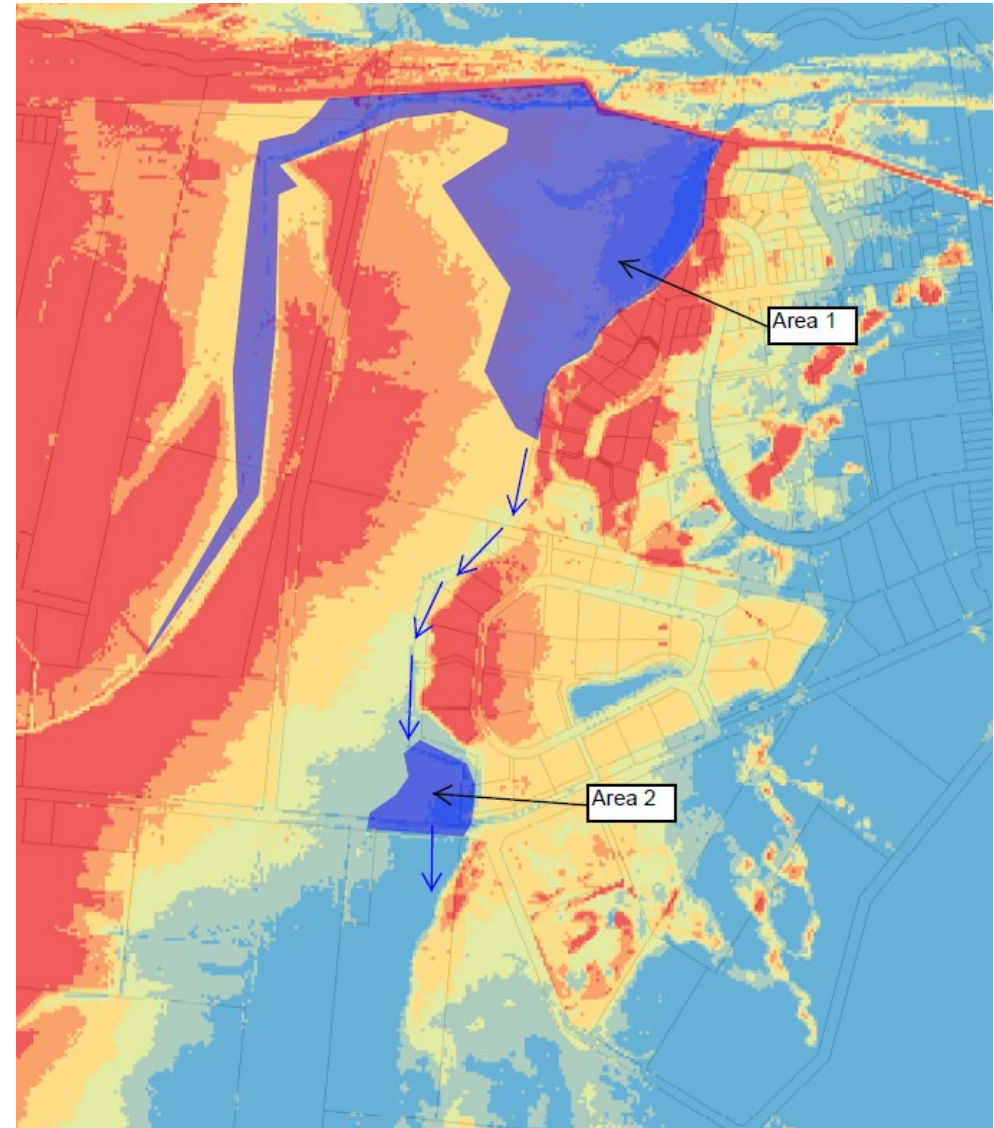


Waikuku Beach Road⁵²

- Flooding overtopping Waikuku Beach Road
 - Flow from north to south
 - Main entrance to Waikuku Beach village
- Further investigation proposed
 - Frequency of overtopping?
 - Potential need for a culvert at this location?
 - Road safety and level of service to be considered



Waikuku Beach Road ⁵³



Kiwi Avenue Reserve ⁵⁴



Kiwi Avenue Reserve ⁵⁵



- Drainage assessment
 - Level survey of park
 - Investigate options:
 - Upgrade existing system through 33A / 35 Broadway to Park Terrace Drain
 - New system through driveway of 33A Broadway to stormwater system in Broadway Ave
 - Raise land in reserve?

Waikuku Beach Reserve

56

- Ponded water for extended durations
 - Stagnant – smell issues in summer
 - Temporary pumping not feasible?
- Drainage assessment (Greenspace)
 - Groundwater and geotechnical assessment (old landfill)
 - Level survey of park
 - Investigate options:
 - Filling of the low areas
 - Installing subsoil drainage
 - Converting area to a permanent wetland
 - Creating a bund around the western side
 - Installing a pipe to drain the low area



Way Forward / Timeframe ⁵⁷

Next Steps

- Ashley River Stopbank Modifications – 4-8 weeks
 - Led by Ecan – to be undertaken as “emergency works”
- Swindells Road – Options Assessment – 8 weeks
- Collins Drive – Flapgate Improvements – 4+ weeks
- Waikuku Beach Road – Flooding Investigation – 6 weeks
- Kiwi Avenue Reserve – Drainage Assessment – 6+ weeks
- Waikuku Beach Domain – Drainage Assessment – 6+ weeks

Interim Measures

- Actively monitor and maintain systems
- Deployment of temporary pumps
 - If significant events are forecast

Way Forward / Feedback⁵⁸

Other Areas?

- Currently assessing 250+ service requests related to this event
- We want to know about issues:
 - Fill out a feedback form tonight
 - Lodge a service request
- All will be assessed and responded to ... and reported through Council in a summary report



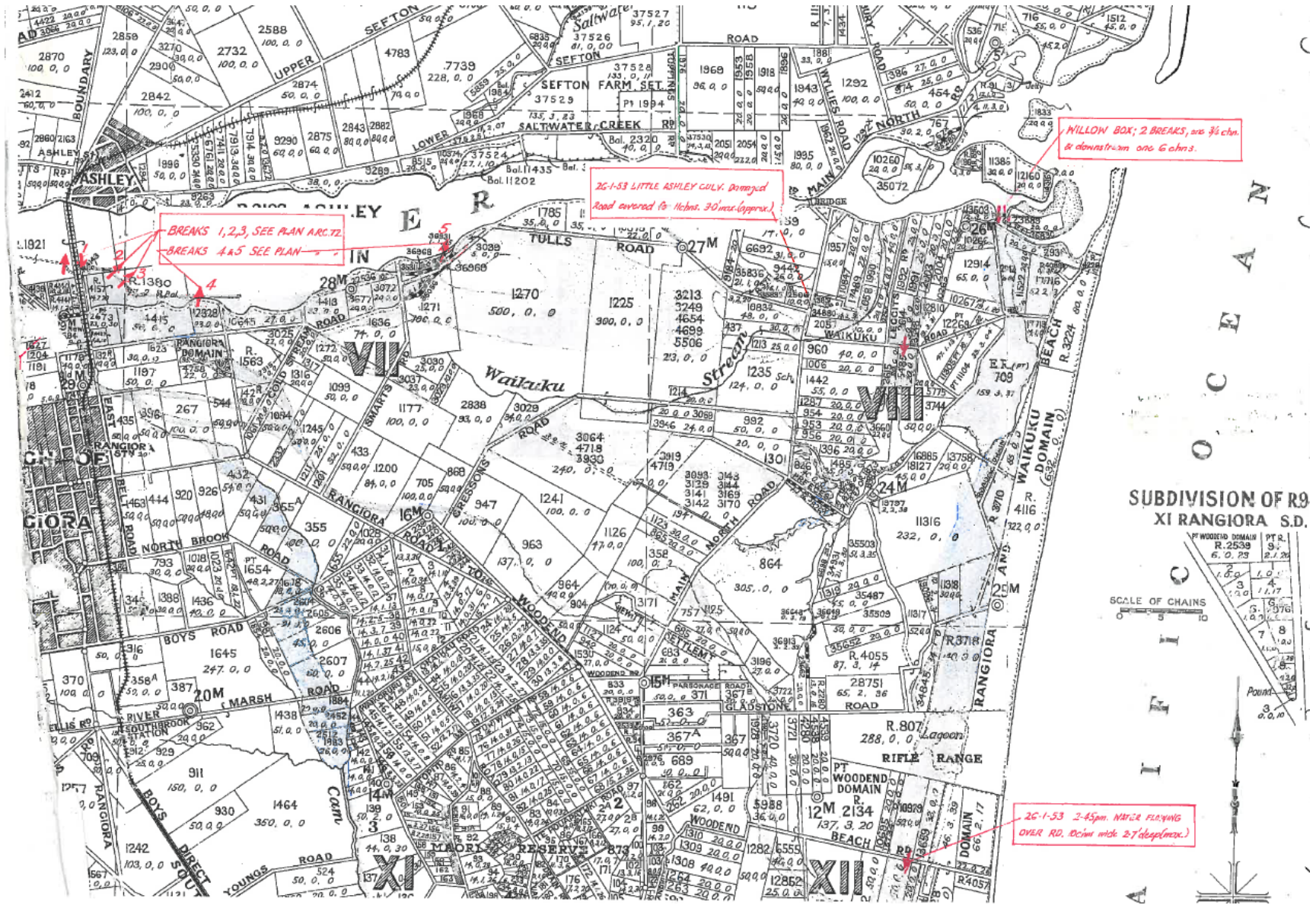
Questions and Feedback

Taranaki Stream

60



Historical Plans



WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: GOV-26-09-04 / 220419059444

DATE: 19 April 2022

MEMO TO: Woodend-Sefton Community Board

FROM: Caroline Fahey, Water Operations Team Leader

SUBJECT: Flooding and Drainage Issues in Waikuku Beach

A Flood team has been formed to look into all the flooding issues in the district after the May, December 2021 and February 2022 major rain events. A total of approximately 600 service requests were received during those events which are currently being investigated by the Flood Team.

The key areas in Waikuku Beach that are being investigated are Broadway Avenue, Reserve Road, Kiwi Avenue and Swindells Road. These investigations are currently underway (see table below for details).

LOCATION	ASSESSMENT
Swindells Road	Flooding occurred in Park Terrace and Swindells Road due stormwater backing up behind the flap gate. Investigation work including surveys, CCTV inspections and flood capacity assessments are underway. Options to be considered include maintaining or upgrading the existing system, deploying temporary pumps during future rain events or installing a permanent pump station.
Kiwi Avenue Reserve	Flooding occurred in the north west part of the reserve. While upgrades had previously been completed in Kiwi Avenue the stormwater system from this part of the park is inadequate. The options to be considered are upgrading the pipe out to the Park Terrace Drain or installing a new pipe out to Broadway Avenue.
Kiwi Avenue	Flooding occurred Kiwi Avenue at a low point serviced by two soak pits. In conjunction with the works planned for the Kiwi Avenue Reserve, the affected soak pits in Kiwi Ave will be serviced to ensure they function as intended. A desktop assessment will also be undertaken to determine if their positioning is appropriate.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: RDG-08-09-01 / 220601092955

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 June 2022

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

SUBJECT: Proposed Roading Capital Works Programme for 2022/23

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


General Manager


Chief Executive

1. SUMMARY

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

Attachments:

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

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 220601092955.
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roading & Transport Manager at the Board meeting.

3. **BACKGROUND**

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

3.11 **Condition Assessment**

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

3.13 **Kerb and Channel Replacement**

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

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

3.16 It is noted that the condition of kerb & channel in Woodend or Pegasus is currently such that there are no sites identified for replacement in the next four years.

3.17 **Footpath Renewals**

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

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

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

3.21 **Minor Improvements Programme**

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

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

3.24 New Footpath Programme

- 3.25 Included in the 2021-31 Long Term Plan is budget of \$100,000 per year for ten years for new footpaths in Rangiora, Kaiapoi, Woodend and Oxford. Council previously approved a programme which has been updated as part of this report. Included with this report is the new footpath programme for the next four years.
- 3.26 This programme of work is fully funded by Council and does not attract Waka Kotahi co-funding.
- 3.27 The sites have been assessed and prioritised and the 2022/23 programme does not include any paths in the Board area.

3.28 Public Transport Infrastructure

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

4. ISSUES AND OPTIONS

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

Implications for Community Wellbeing

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

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

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

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

6.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

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

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

6.3 **Health and Safety**

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

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

The Land Transport Act is relevant to this matter.

7.3. **Consistency with Community Outcomes**

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

There is a safe environment for all

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

Transport is accessible, convenient, reliable and sustainable

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

7.4. **Authorising Delegations**

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

DRAFT Rooding Capital Works Programme for Feedback - 2022/23 and three indicative years						
			22/23	23/24	24/25	25/26
Project Name	Side	Town	Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
Kerb and Channel Replacement						
Professional Fees			\$ 75,000	\$ 75,000	\$ 80,000	\$ 80,000
Otaki St (No. 94/98 - Adderley Tce) - Carry Over	East	Kaiapoi	\$ 151,000	-	-	-
Keir St (East Belt - End)	South	Rangiora	\$ 35,000	-	-	-
Geddis St (Elizabeth St - No. 26)	Both	Rangiora	\$ 12,000	-	-	-
Southbrook Rd (Torlesse St - No.44) with traffic signals	East	Rangiora	\$ 37,000	-	-	-
Good St (Tyler St - Lovers Ln)	Both	Rangiora	\$ 170,000	-	-	-
Ohoka Rd (No. 74 To Shops)	North	Kaiapoi	\$ 22,000	-	-	-
Geddis St (No. 26 - White St)	Both	Rangiora	-	\$ 150,000	-	-
Douglas St (No. 9 - end)	East	Rangiora	-	\$ 40,000	-	-
Palmer St (Douglas St - White St)	North	Rangiora	-	\$ 40,000	-	-
White St (Johns Rd - Wiltshire Crt)	East	Rangiora	-	\$ 175,000	-	-
Otaki St (Ohoka Rd - Broom St)	Both	Kaiapoi	-	-	\$ 130,000	-
Edward St, No. 14/15 - Wales St	East	Rangiora	-	-	\$ 130,000	-
Akaroa Street (Ashley Pl / Hodgson Ave - Fuller St)	Both	Kaiapoi	-	-	\$ 115,000	\$ 115,000
Akaroa Street (Hugh St - Ashley Pl / Hodgson Ave)	Both	Kaiapoi	-	-	-	\$ 270,000
To be Allocated			\$ 167,290	\$ 38,290	\$ 63,290	\$ 53,290
Value of Work Programmed			\$ 502,000	\$ 480,000	\$ 455,000	\$ 465,000
Carry Over Budget			\$ 151,000	-	-	-
Approved Annual Budget			\$ 518,290	\$ 518,290	\$ 518,290	\$ 518,290
Total Available Budget			\$ 669,290	\$ 518,290	\$ 518,290	\$ 518,290

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

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

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

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-09-06 / 220519081397

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 June 2022

AUTHOR(S): Kay Rabe, Governance Advisor

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

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


General Manager


Chief Executive

1 **SUMMARY**

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

Name of Organisation	Purpose	Amount requested
St Barnabas Anglican Church	Towards levelling and reseeding the cemetery in the church grounds	\$500
Good Night Sleep Tight Charitable Trust	To provide winter night packs for children in need.	\$500
Total:		\$1,000

Attachments:

- i. Application from the St Barnabas Anglican Church (Trim Ref: 220519080865).
- ii. Application from Good Night Sleep Tight Charitable Trust (Trim Ref: 220530091118).
- iii. Spreadsheet showing previous two years' grants.
- iv. Board funding criteria 2021/2022. (Trim Ref: 210603089821).

2 **RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 220519081397.
- (b) **Approves** a grant of \$..... to St Barnabas Anglican Church towards levelling and reseeding the cemetery in the Church grounds.

OR

- (c) **Declines** the application from the St Barnabas Anglican Church.
- (d) **Approves** a grant of \$..... to the Good Night Sleep Tight Charitable Trust towards winter night packs.

OR

- (e) **Declines** the application from the Good Night Sleep Tight Charitable Trust.

3 **BACKGROUND**

- 3.1 ***St Barnabas Anglican Church*** is requesting funding to relevel and reseed the cemetery on the Church grounds.
- 3.2 The ***Good Night Sleep Tight Charitable Trust*** is requesting funding to provide winter night packs for children in need.
- 3.3 It should be noted that due to Covid restrictions, many community events have been cancelled during the last year. The Board has therefore not received as many requests for funding as in past financial years. The current balance of the 2021/22 Discretionary Grant fund is \$3,845.

4 **ISSUES AND OPTIONS**

St Barnabas Anglican Church (the Church)

- 4.1 The first St Barnabas Anglican Church was built in 1860 on land donated by the Rev. John Raven, who farmed 'Ravenswood'. He was the first Anglican priest in North Canterbury. The present concrete Church was built in 1934 and was concentrated on St Barnabas' Day in 1938. Inside the Church, the font rests on a millstone from Archer's Flour Mill, which had operated from Woodend and the Church is listed with the Historic Places Trust. The cemetery is located on the church grounds, and the Church runs cemetery tours for community groups and schools interested in the historical significance of the Woodend area.
- 4.2 The Church seeks funding to relevel and reseed the lawn cemetery where the graves have sunk. Due to the high water table, the sunken graves cause problems during rainy periods. This cemetery is one of the few cemeteries in the district not vested in the Council, which means that the Council does not assist with maintenance. The Church is eager to uphold the beauty of the area, which showcases the history of the early settlers in the area. The work to be done would also enhance the ambience, peace and tranquillity for those wishing to spend some time on the grounds.
- 4.3 The estimated cost for re-levelling and reseeding the grounds is approximately \$690. The cemetery's only funding is from the purchasing of plots for interment, and no other funding has been sought to date. If this application is not successful, the work will still need to be carried out because the uneven ground is a health and safety concern for those who visit the cemetery. This is the first time that the Church has applied for funding from the Board.

The Good Night Sleep Tight Charitable Trust (GNST)

- 4.4 The GNST was established in 2017 to support the most vulnerable in our community by providing winter sleepwear and bedding to children in need. Each nominated child receives an individual pack containing pyjamas, singlet, dressing gown, slippers, bedsocks, sheets, comforter, a blanket, a hand-knitted hat (and jersey when possible) and a book to read at bedtime. The Trust is comprised of ordinary people who look after the most vulnerable in the community in a bid to improve the lives of the children in need. Since 2017, the GNST has provided more than 1,500 children with winter sleepwear and bedding. This initiative supports children's physical, emotional and healthy wellbeing.
- 4.5 The GNST has built meaningful relationships with a wide range of professionals within the Canterbury community to meet the needs of vulnerable clients from diverse backgrounds. The GNST's simple referral process means that professionals can spend more time working one on one with clients. Some of the agencies referring children to the GNST include CanBreathe, Birthrite, Pillars and CCS Disability Action. The GNST received the Ministry of Health Volunteer Award in 2021.

- 4.6 This project benefits children throughout the district and covers all ethnicities and children of all abilities. The benefits for children are going to bed warm, getting a good night's sleep, and waking up ready for a busy day. Research shows that children who get adequate sleep have improved attention, behaviour, learning memory and overall mental and physical health. Even though the children eligible for assistance are between the ages of one and twelve, the whole family benefit from a good night's sleep. The benefit for the GNST is the ability to fulfil its objective, which is to assist children in staying warm.
- 4.7 The average overall cost of providing this service to approximately 1,000 children is \$48,000. If this application is unsuccessful, the GNST will continue to assist children in the district. Fundraising is scheduled with a movie night in June 2022 and a fashion show in November 2022. In addition, the GNST has also submitted a funding application to the Community Organisation Grants Scheme (COGS) and intends to apply for Harcourt's and Maurice Carter funding. This is the first time the GNST has applied to the Board for funding, and no other Community Board has been approached for funding to date.
- 4.8 The Board may approve or decline grants as per the grant guidelines.
- 4.9 There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.10 The Management Team has reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana whenua

Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter as there may be iwi members buried in the historic cemetery. Also, the GNST work benefits all children throughout the district regardless of ethnicity.

5.2 Groups and Organisations

There are no other groups and organisations other than those applying for funding likely to be affected by or to have an interest in the subject matter of this report.

5.3 Wider Community

The wider community is not likely to be affected by, or to be interested in, this report's subject matter. However, it should be noted that these projects would positively impact the wellbeing of the community.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

The 2021-31 Long Term Plan includes budget provision for the Woodend-Sefton Community Board to approve grants to community groups up to \$4,180 in the 2021/22 financial year. An amount of \$2,293 was carried forward from the 2020/21 financial year, thereby bringing the Discretionary Grant Fund to \$6,473 for this financial year.

The application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year (July to June), even though a group can apply for different projects twice a year. Where applicable, GST values are calculated and added to appropriately registered groups. The current available balance of the Woodend-Sefton Community Board's Discretionary Grant Fund 2021/22 is \$3,845.

If these applications are accepted, the Board will have \$2,845 remaining unspent in their Discretionary Grant Fund. As this is the last meeting in the financial year, the Council may or may not choose to carry over this funding into the new financial year, commencing 1 July 2022. The Council will consider and confirm funding for the Boards Discretionary Grant on 28 June 2022 for the new financial year. A report will be presented to the Board at its July 2022 meeting confirming the new amount of the Discretionary Grant for the financial year July 2022 to June 2023.

The Board may also choose to consider reviewing all the discretionary grant applicants received during the 2021/22 financial year and allocating an ex-gratia, one-off payment of no more than \$500 to previous applicants to utilise some/all of the unallocated funding prior to the end of June 2022. If the Board choose to undertake this option, any decision to do so should be undertaken at this meeting of 13 June 2022.

6.2 **Sustainability and Climate Change Impacts**

As heavy rain events become more frequent due to climate change, the ground in the cemetery will continue to sink, thus negatively affecting the viability and accessibility of the cemetery.

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7 **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

People are friendly and caring, creating a strong sense of community in our District. There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2021/2022Name of Group: ST BARNABAS ANGLICAN CHURCHAddress: 147 MAIN NORTH ROAD , WOODEND, 7610Contact Person within Organisation: WARREN STANBURYPosition within Organisation: VESTRY MEMBER/ CEMETERY SEXTONContact phone number: 03 3127507Email: wazzawoodend@hotmail.com**Describe what the project is and what the grant funding be used for?** (Use additional pages if needed)

To level and re-seed areas of the lawn cemetery where graves have sunk. With a high water table when rainfall occurs this is a continuing problem. We are now one of the only cemeteries in North Canterbury which is not maintained by Council and wish to progress the beauty of the area and upgrade all areas in line with the Historic Places listing held.

What is the timeframe of the project/event date? Ongoing but urgent repairs needed immediately.Overall Cost of Project: \$690Amount Requested: \$500How many people will directly benefit from this project? Unlimited

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

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

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

Oxford-Ohoka 5 % Rangiora-Ashley 10 % Woodend-Sefton 75 % Kaiapoi-Tuahiwi 10 %

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?

N/A

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

Being able to come and visit family and view the history of the Woodend district without the threat of injury eg breaking an ankle when stepping over one of the unlevelled graves.

What is the benefit(s) to your organisation?

79

Being able to maintain the beauty of the area and also our Historic places listing without added cost, thus being able to offer visitors a place of peace and tranquility.

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

Encouragement to the community to see the cemetery as their final resting place. Cemetery tours for the community and schools recognizing the historical significance of the cemetery.

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

If yes, name of parent group: _____

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

N/A

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

The cemetery is funded and maintained only by the purchase of plots for interment and has not undertaken any fundraising as such for this project.

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

If yes, please supply details:

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

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

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

Signed: Warren Dean StanburyDate: 18/05/2022

JARMAN CONTRACTING



QUOTE

Woodend Anglican Church

Date
15 May 2022

47 Flinders Road
Heathcote Valley

Expiry
14 Jun 2022

Christchurch 8022
NEW ZEALAND

Quote Number
QU-0002

Reference
Warren Stanbury

GST Number
095-030-149

Description	Quantity	Unit Price	Amount NZD
Collect soil and seed, place and level, roll new lawn seed	6.00	60.00	360.00
Materials: Soil and seed	1.00	240.00	240.00
		Subtotal	600.00
		TOTAL GST 15%	90.00
		TOTAL NZD	690.00

Statement of Financial Performance

Anglican Diocese of Christchurch Parish of Woodend-Pegasus For the year ended 31 December 2021

	ACTUAL 2021	BUDGET 2021	ACTUAL 2020
REVENUE			
Donations, fundraising & other similar revenue			
Donations	90,998	77,250	79,828
Fundraising	7,713	7,100	6,297
Total Donations, fundraising & other similar revenue	98,710	84,350	86,125
Revenue from providing goods & services	7,360	5,000	3,451
Interest & other investment income	21,003	19,200	16,796
Other revenue	523	-	3,541
TOTAL REVENUE	127,596	108,550	109,912
EXPENSES			
Volunteer & employee related costs	40,947	65,428	47,417
Costs related to providing goods & services			
Ministry expenses	4,981	6,950	4,368
Administration expenses	5,250	4,300	4,417
Property expenses	13,405	19,580	11,333
Total Costs related to providing goods & services	23,636	30,830	20,118
Grants & donations paid	12,608	12,216	16,732
Other expenses	2,610	3,750	3,766
TOTAL EXPENSES	79,801	112,224	88,034
Surplus/ (Deficit) for the Year	47,795	(3,674)	21,878

This statement is to be read in conjunction with the Notes to the Performance Report

Statement of Financial Position

Anglican Diocese of Christchurch Parish of Woodend-Pegasus As at 31 December 2021

	NOTES	31 DEC 2021	31 DEC 2020
ASSETS			
CURRENT ASSETS			
Bank accounts and cash	1	81,394	63,712
Debtors & Prepayments		-	98
GST		2,387	723
Total Current Assets		83,781	64,533
NON CURRENT ASSETS			
CPT Investments	8	208,042	187,194
Land and Buildings	2	420,000	420,000
Plant and Equipment	3	24,335	20,913
Total Non Current Assets		652,376	628,107
TOTAL ASSETS		736,157	692,640
LIABILITIES			
CURRENT LIABILITIES			
Creditors & Accrued Expenses		543	1,250
Employee Costs Payable		1,876	5,446
Total Current Liabilities		2,419	6,696
TOTAL LIABILITIES		2,419	6,696
NET ASSETS		733,738	685,944
ACCUMULATED FUNDS			
ACCUMULATED SURPLUSES	4	105,697	78,750
RESERVES			
Revaluation Reserve	4	420,000	420,000
Special Purpose Funds	8	208,042	187,194
Total Reserves		628,042	607,194
TOTAL ACCUMULATED FUNDS		733,738	685,944

This statement is to be read in conjunction with the Notes to the Performance Report

Groups applying for Board Discretionary Grants 2021/2022

Name of Group: Good Night Sleep TightAddress: 15 Kaikanui Street kaiapoiContact Person within Organisation: Leone CampagnoloPosition within Organisation: TrusteeContact phone number: 0272206223Email: rosebud30@xtra.co.nz

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

"Ensuring all children in the greater Christchurch area go to bed warm by supplying children in need with winter sleep ware and bedding" GNST provide winter bedding and sleep ware packs. A pack consists of NEW pyjamas, dressing gown, slippers, singlet, sheets, pillow and duvet or blanket. Continued.....

What is the timeframe of the project/event date? April 2022 - March 2023Overall Cost of Project: \$48,000Amount Requested: \$500How many people will directly benefit from this project? 400

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

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

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

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

Other (please specify): _____

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

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

WAIMAKARIRI
DISTRICT COUNCIL

RECEIVED: 30 MAY 2022

To: Thea

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

The direct benefits to participants is the benefit of getting a good nights sleep. The benefit from warm bedding is essention to children's general wellness which is often overlooked....Continued.....

What is the benefit(s) to your organisation?

Benefits to GNST along with our wonderful group of volunteers are that we get to met our mission statement and help children in our communities.

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

The benefit to the Woodend-Sefton ccommunity is that children who get a good sleep have less winter illness and increased school attendance.

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:

Movie night in June, ladies fashion show at Riccarton racecourse in November. Christmas house open day. Applying to COGS, Maurice Carter, and Harcourts.

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

If yes, please supply details:

GNST has applied to Kaiapoi-Tuahiwi Board for this round of funding.

- 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: Deane Campbell

Date: 30/5/2022

Woodend-Sefton Community Board

Discretionary Grant Application

Describe what the project is and what the grant funding will be used for.

Continued...GNST receive referrals from agencies such as CanBreathe, birthrite, Pillars and CCS disability action. GNST make up the packs and these are distributed to families by agencies. We also include a book, hand knitted hat and jersey when possible. GNST is in it's 7th year and received the Ministry of Health Volunteer award in 2021.

Direct benefits to the participants:

Continued...Research has shown that children who regularly get an adequate amount of sleep have improved attention, behaviour, learning, memory and overall mental and physical health. Not getting enough sleep can lead to high blood pressure, obesity and even depression. Even though we work with children age 1-12 the whole family benefit from a good nights sleep.

Good Night Sleep Tight have a website, Facebook and Instagram pages. We post weekly and send out quarterly newsletters. We are a registered charity CC54325.

I have included Financials, spreadsheet of our packs, letter from Andrew Little and letter from one of our agencies.

Many Thanks

Leone Campagnolo

Trustee – Good Night Sleep Tight

29th June 2021

To whom it may concern,

Goodnight Sleep Tight continues to be an incredibly valuable resource for our organisation and the clients we support. There is no other program or charitable organisation supporting Canterbury whanau with winter bedding & PJ's. Thus, we would not be able to fulfil this need for vulnerable tamariki without the continued operation of GNST.

The winter packs provided by GNST ensure the vulnerable tamariki we work with, have warm winter bedding, PJs, dressing gowns and slippers during winter, which supports their physical & emotional health & wellbeing. Many of these tamariki live in cold damp homes. This can be the first time tamariki have had new warm bedding & PJ's and they talk about how nice it is to feel "cosy & warm" on cold nights. In some instances, it is also the first time these tamariki have had PJ's of their own that do not have to be shared with their siblings. These tamariki express their pride and joy in owning new winter clothing & bedding.

Many of the parents / caregivers of these tamariki do not have the financial means to be able to provide their tamariki with winter bedding & clothing. Whilst it may be an option for some whanau to apply for financial assistance through WINZ to help with the cost of bedding, this advance is recoverable and more often than not, these whanau are not in a position to repay this advance, or already have too much debt to be eligible for the advance. Therefore, GNST is the only resource we can access to ensure the needs of vulnerable tamariki are met.

Staff at GNST have made meaningful relationships with a wide range of professionals within the Canterbury community, so the needs of vulnerable clients from diverse backgrounds can be met throughout the Canterbury area. GNST's simple referral process, also means that as Professionals, we can spend more time dedicated to working one on one with our clients, instead of completing administratively heavy referral processes.

Staff at Family Works, Presbyterian Support are exceedingly grateful for the continued support from GNST, as are our clients. We value this relationship & resource and hope vulnerable whanau within Canterbury can benefit for years to come.

Warm regards,

Helen Reading



Helen Reading

Registered Social Worker
MANZASW

M. 027 276 6809

E. helenr@psusi.org.nz

Subscribe to our free People Helping People magazine [here](#).

Hon Andrew Little

Minister of Health

Minister Responsible for the GCSB

Minister Responsible for the NZSIS

Minister for Treaty of Waitangi Negotiations

Minister Responsible for Pike River Re-entry

Lead Coordination Minister for the Government's Response to the Royal Commission's Report into the Terrorist Attack on the Christchurch Mosques



Good Night Sleep Tight Charitable Trust
P O Box 368
KAIAPOI 7630

Tēnā koutou Good Night Sleep Tight trustees – Tony Hansen, Jill Falloon, Leone Campagnolo, Charmain Thomas, Liz Gillon, Anna Arps

2021 Minister of Health Volunteer Awards

I write to offer my congratulations on your nomination by the Public Health Nursing Service, Canterbury District Health Board for the 2021 Minister of Health Volunteer Awards. I am always pleased to see due credit given to dedicated individuals in the health and disability workforce.

Your hard work helping people to access our health services and ensuring their experience of these services is positive, is highly valued and appreciated.

The judging panel tell me it was a difficult decision as to who should be recognised out of all the nominations, and wanted me to pass on that they thoroughly enjoyed reading all of the stories submitted as nominations.

I appreciate your ongoing efforts to improve our country's public health and disability system and I wish you well for the future.

Nāku noa, nā

Hon Andrew Little
Minister of Health

Statement of Service Performance

Good Night, Sleep Tight Charitable Trust For the year ended 30 September 2021 Cash Basis

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

Description of Entity's Outcomes

Delivery of essential bedding to children in the greater Christchurch area. Established valuable working relationships with various agencies.

Description and Quantification of the Entity's Outputs

Description and Quantification of the Entity's Outputs	2021	2020
Fundraising activities undertaken	6 events	3 events
Promotional activities e.g. Facebook	1198 Facebook Followers 147 Instagram Followers	999 Facebook Followers 63 Instagram Followers
Website developed	1 Website	1 Website
Number of Grant Received	4	6

Grants

Below is the number of grants successfully applied for to assist to cover council events and activities within the community.

	2021	2020
Grant Received		
Community Organisation Grant	3,000	-
Harcourts	1,000	1,500
Mazda Foundation	-	4,800
Maurice Carter	-	10,000
The Lion Foundation	-	10,000
NZ Lottery Grant	5,000	-
Rata Foundation	-	10,000
Thankyou Charitable Trust	600	1,200
Total Grant Received	9,600	37,500

Additional Information

Recipients feedback:

Thank you heaps. The kids loved them and they were super excited. You do an amazing job.

Regards,

Statement of Receipts and Payments

Good Night, Sleep Tight Charitable Trust For the year ended 30 September 2021

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

	NOTES	2021	2020
Operating Receipts			
Donations, fundraising and other similar revenue	1	29,090	54,320
Receipts from providing goods or services	1	11,834	2,380
Interest, dividends and other investment receipts	1	7	10
Total Operating Receipts		40,932	56,710
Operating Payments			
Volunteer and employee related payments	2	207	398
Payments relating to providing goods or services	2	41,735	27,850
Other operating payments	2	8,086	5,870
Total Operating Payments		50,028	34,118
Operating Surplus or (Deficit)		(9,096)	22,592
Increase/(Decrease) in Bank Accounts and Cash		(9,096)	22,592
Cash Balances			
Cash and cash equivalents at beginning of period		27,890	5,298
Cash and cash equivalents at end of period		18,794	27,890
Net change in cash for period		(9,096)	22,592

Spreadsheet showing Woodend-Sefton Community Board Discretionary Grant for the 2021/22 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
			(2021/22) \$4,180 + Carry forward \$2300 = \$6,480			\$6,480
	12-Jul	Nil				
	9-Aug	Waimakariri Older Person's Expo Committee	Older Person's Expo	\$500	\$ 500.00	\$ 5,980.00
	13-Sep	Meeting Cancelled				
	11-Oct	Pegasus Bay School	Withdrawn Pegasus Bay Art Show	\$500	-	\$ 5,980.00
	11-Oct	Life Education Trust	Delivery of the Healthy Harold Programme	\$500	\$500	\$ 5,480.00
	8-Nov	Nil				
	13-Dec	Nil				
	15-Feb	Nil				
Woodend-Sefton Community Board 10.138.100.2410	11-Apr	Pegasus Residents Group	Battery for AED	\$635	\$635	4,845.00
	11-Apr	Woodend Netball Club	Kiwi netball hoop and nets	\$500	\$500	4,345.00
	11-Apr	Ronel's Community Cuppa	Community Event costs	\$500	\$500	3,845.00
	9-May	Nil				
	6-Jun	St Barnabas Church	Soil and seed	\$ 500.00		

Spreadsheet showing Woodend-Sefton Community Board Discretionary Grant for the 2020/21 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
Woodend-Sefton Community Board 10.138.100.2410	13-Jul	Validus Charitable Trust	Seeding funding	\$500	\$ -	\$ 5,700.00
	13-Jul	Woodend School	Lego equipment	\$414	0	\$ 5,700.00
	13-Jul	Woodend Playcentre	First Aid Courses	\$500	\$500	\$ 5,200.00
	13-Jul	Menzshed Pegasus Woodend	Sander, belts and discs	\$500	\$500	\$ 4,700.00
	13-Jul	Reflections Community Trust	Advertising	\$200	\$200	\$4,500
	10-Aug	No applications considered				
	14-Sep	NC Rams Indoor Sports Club Inc	Purchase of two trophies and medals	\$350	\$410	\$4,090
	9-Nov	Arts Canterbury Inc	Juried exhibition at The Brickmill	\$500	\$250	\$3,840
	9-Feb	Oxford Community Trust	costs for hosting a Wellbeing	\$ 500.00	\$340	3500
	9-Feb	Woodend Gymnastics Club	Cost of purchasing a new mat for uneven	\$ 500.00	\$500	3000
	10-Mar	Waimakariri Arts Trust	towards advertising in the Woodpecker	\$ 500.00	\$207	2793
	10-Mar	Pegasus Residents' Group	Towards catering costs for Ronef's Cuppa	\$ 500.00	\$500	\$2,293
	10-Apr	No applications considered				\$2,293
	10-May	No applications considered				\$2,293
	10-Jun	No applications considered				\$2,293

GOVERNANCE

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

Continued over page

Criteria for application

- Grant applications will be considered every month by the Woodend-Sefton Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2021 to June 2022) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- Priority is to be given to groups with strong links with the Woodend-Sefton community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Woodend-Sefton Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

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

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-09-06 / 220506071265

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 June 2022

AUTHOR(S): Kay Rabe, Governance Adviser

SUBJECT: Appointment of a new Board Representative to North Canterbury Neighbourhood Support

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


General Manager


Chief Executive

1 SUMMARY

1.1 The purpose of this report is to appoint a new Woodend-Sefton Community Board (the Board) representative to North Canterbury Neighbourhood Support (NCNS).

2 RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 220506071265.
- (b) **Acknowledges** the resignation of Andrea Allen as the Board's representative to North Canterbury Neighbourhood Support from 13 June 2021.
- (c) **Approves** the appointment of Board Member as the Board representative and liaison person to North Canterbury Neighbourhood Support, to take immediate effect from 14 June 2022 until the end of the 2019-22 triennial term, being 7 October 2022.
- (d) **Acknowledges** Andrea Allen's excellent service during her time as Board's representative to North Canterbury Neighbourhood Support.

3 BACKGROUND

- 3.1 At the beginning of each electoral term, members of Community Boards are appointed to various outside organisations to continue the strong relationships between the Community Boards and these organisations.
- 3.2 At the Boards meeting held on 9 December 2019, Andrea Allen was appointed as its representative to NCNS. She then was elected Chairperson and was instrumental in reviewing the constitution and strengthening relationships with the Police and Civil Defence.
- 3.3 At present this role is as a liaison between the Group and the Board, however at present Board representatives also have voting rights. Meetings are held on the first Thursday of every month at 9.15am. At present most of the meetings are held virtually via Zoom due to the Covid situation.

4 ISSUES AND OPTIONS

- 4.1 Due to personal time circumstances Andrea Allen is unable to continue in her role as the Board representative and liaison person to NCNS and has therefore submitted her resignation to the Chairperson.
- 4.2 A Allen excelled as the Board's representative to NCNS and was subsequently appointed Chairperson of the NCNS. She was instrumental in bringing about changes to NCNS, and the advancement of the organisation under her leadership has moved the organisation in a very positive direction.
- 4.3 NCNS has a long association with the Council and Community Boards. The Board member appointed to this organisation will be expected to act as a liaison person between the NCNS and the Board. The member will therefore be expected to attend meetings and other functions of the NCNS regularly and report happenings back to the Board.
- 4.4 As there are only four months left of this triennial the Board could decide to leave this position unfilled until the start of the new term.
- 4.5 There is no implication on community wellbeing by the issues and options that are the subject matter of this report.
- 4.6 The Management Team has reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana whenua

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

5.2 Groups and Organisations

There are no groups and organisations likely to be affected by or interested in the subject matter of this report other than North Canterbury Neighbourhood Support.

5.3 Wider Community

The wider community is not likely to be affected by or to be interested in this report's subject matter.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

There are no financial implications to the decision sought in this report.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

There are no risks arising from adopting the recommendations in this report.

6.3 Health and Safety

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

7 **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Local Government Act 2002 – Schedule 7, Part 1 clauses 17 and 25 (2004 amendment); Part 2 clause 25. Clause 54 of the Local Government Act 2002, provides the application of provisions to Community Boards, with all the necessary modifications, as if they were Local Authorities.

7.3 **Consistency with Community Outcomes**

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

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

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

7.4 **Authorising Delegations.**

At the meeting held on 5 November 2019, the Council authorised the Board to appoint representatives or liaison people to various outside organisations and/or groups.

CHAIRPERSON'S REPORT- May 2022

CHAIR'S DAIRY		DISCUSSION POINTS
Date	Events attended	Community Feedback/Issues Raised
4 May	Waimakariri District Council (WDC) Draft Annual Plan Hearing	Presented the WSCB submission via Zoom. Focus on the safety improvements on SH1 we have been advocating for with NZ Transport Agency – Waka Kotahi, and seeking funding for removal of a large hedge at the southern end of Park Terrace in Waikuku Beach.
	WDC Draft Annual Plan Hearing	Presented the Waimakariri Access Group submission via Zoom. The focus was on looking the feasibility of getting a Changing Places Bathroom in the District and possible sites. www.changingplaces.org.nz
6 May	Community Cuppa in Pegasus	Guest speaker was Greg Byrnes and the Te Kōhaka o Tūhaitara Team. An entertaining time with lots of questions for Greg.
7 May	Volunteering at Pegasus Community Centre	Very busy with a lot of visitors to Pegasus and new residents coming in with questions, to get information and pick up a book or two.
9 May	WSCB meeting	Regular monthly meeting held via Zoom
12 May	Waimakariri Access Group	Chaired regular monthly meeting, held via Zoom
18 May	Met with the Community Facilities Team Leader, WDC	To discuss placement of algal bloom warning signs around Pegasus Lake which can be opened or shut. These warning signs are part of health compliance in conjunction with Environment Canterbury, the Canterbury District Health Board and WDC
24 May	Pegasus Residents' Group Inc AGM	Greg Byrnes from Te Kōhaka o Tūhaitara Trust (TKOT) spoke about the trapping programme, the planting programme and the upcoming Northern Pegasus Bay Bylaw review.
25 May	Catch up with Chris Simpson, Templeton Group	This was an opportunity to catch up on what would be covered at the drop-in later in the day and where things were at with the plans for Pegasus.
	Information session for Pegasus residents	This was run as a drop-in session by Templeton Group on the trial, due to start next month, for the Pegasus Lake to mitigate algal bloom. An expert was present to help answer questions.
	Community Service Awards	A fantastic evening, with the well-deserved recipients getting recognition for their contribution to our communities.
26 May	Discussion around the Woodend Beach playground	Met with Greenspace Manager and project co-ordinator for the Woodend Beach playground, along with some residents and Greg Byrnes, Te Kōhaka o Tūhaitara Trust. General discussion on what could be provided for the budget, the location of the toilet block and the playground and drainage. Greenspace Manager and project co-ordinator will follow up on some work.
2 June	Chairs and Deputy Chairs meeting with Mayor	Always a valuable session to update each other on what has been happening and what is coming up.
	All Boards Briefing	Update on District Plan Review and learning about Development Contributions.

3 June	Community Cuppa in Pegasus	Grant MacLeod, Manager of Community and Greenspace for WDC spoke. He covered a lot of ground and there were a wide range of questions for him. I spoke briefly about the consultation on the Walking and Cycling Network Plan.
	Woodend Safety Improvements and Woodend Bypass	Along with Woodend School Principal and Woodend Community Association Chair, we met with local MP, Matt Doocey & National Spokesperson for Transport, Simeon Brown to discuss where
4 June	Volunteering at Pegasus Community Centre	Very busy with a mix of new and existing residents coming in with questions, to get information and pick up a book or two. Showed a couple around the community centre that want to book it for an event. Justice of the Peace was there for witnessing and signing.

CHAIR'S STATEMENT

- Wrote WSCB column for the June issue of The Woodpecker

Main issues raised by residents were:

- Lack of action on Woodend safety improvements
- Ongoing concerns around safety for pedestrians and cyclists at SH1/Pegasus/Ravenswood roundabout – 3 traffic accidents in recent weeks
- Ongoing questions around the Woodend Bypass, where it will go and where it is at
- What is happening with the Private Plan Change at Ravenswood
- Level of crime in the communities

Shona Powell

Woodend-Sefton Community Board