

Agenda

Woodend-Sefton Community Board

Monday 8 July 2024

5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson



WAIMAKARIRI
DISTRICT COUNCIL

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Board Members

WOODEND-SEFTON COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 8 JULY 2024 AT 5.30PM.

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

BUSINESS

PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION MINUTES

**3.1 Minutes of the Woodend-Sefton Community Board Meeting –
10 June 2024**

RECOMMENDATION

8 – 15

THAT the Woodend-Sefton Community Board:

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 10 June 2024.

3.2 Matters Arising

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Sefton Domain and Pavilion – Isibea Clark (Project Manager Community and Recreation)

RECOMMENDATION

16 – 29

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240607092285
- (b) **Notes** that the replacement of the full wastewater system is required given the failure of the existing system, and to allow future proofing for the Sefton Public Hall Society who have a lease for the Sefton Domain from the Community Board.
- (c) **Notes** staff have been liaising with the Sefton Public Hall Society who have indicated they plan to begin building by 2025 on Sefton Domain, and that the timing of the upgraded septic system will need to be

coordinated with this project.

AND

THAT the Woodend Sefton Community Board recommends:

THAT the Community and Recreation Committee:

- (d) **Approves** option one for staff to replace the wastewater system at Sefton Domain.
- (e) **Approves** staff utilising up to \$180,000 from the General Building Renewals budget (PJ code 101179.000.5014) for the replacement of the septic system within the 2024/25 financial year.
- (f) **Notes** that the General Building Renewals programme will have an impact due to the use of allocation of this budget.
- (g) **Notes** the Community Facilities Network plan supports the Sefton Public Hall Society replacing the facility it owns that was damaged in the earthquake and requires renewal.
- (h) **Notes** that staff will be bringing a programme for Greenspace budgets to the Community and Recreation Committee in its July meeting. This report will propose the Greenspace program of works for the next three years, including the General Building Renewals Budget.

6.2 **Proposed Rooding Capital Works Programme for 2024/25 and Indicative Three Year Programme – Joanne McBride (Rooding and Transport Manager) and Kieran Straw (Civil Projects Team Leader)**

RECOMMENDATION

30 – 42

THAT the Woodend-Sefton Community Board:

- (i) **Receives** Report No. 240419062981.
- (j) **Endorses** the attached 2024/25 DRAFT Proposed Rooding Capital Works Programme (Trim No. 240624102120)
- (k) **Endorses** the indicative Rooding Capital Works Programme for the 2025/26, 2026/27 and 2027/28 years.
- (l) **Notes** that the outcome of the National Land Transport Programme (NLTP) will not be known until September 2024, and as such it will not be known as to whether co-funding is available until that time.
- (m) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff and will be incorporated into the final report which is proposed to be taken to the Utilities and Rooding Committee in August 2024 for approval.

6.3 **Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

RECOMMENDATION

43 – 79

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240417060688.
- (b) **Approves** a grant of \$..... to the Woodend Spring Flower Show towards the hall hire, insurance and printing.

OR

- (c) **Declines** the application from the Woodend Spring Flower Show.
- (d) **Approves** a grant of \$..... to the North Canterbury Pony Club towards the cost of St John's Ambulance services.

OR

- (e) **Declines** the application from the North Canterbury Pony Club.
- (f) **Approves** a grant of \$..... to the Hope Community Trust towards the cost of a projector and screen for their new premises.

OR

- (g) **Declines** the application from the Hope Community Trust.

7 CORRESPONDENCE

7.1 Council Long Term Plan Submission Response Letter

Trim ref: 240216022707

RECOMMENDATION

80 – 81

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the Council Long Term Plan Submission Response Letter (Trim: 240216022707).

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for June 2024

RECOMMENDATION

82

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 240701105806).

9 MATTERS FOR INFORMATION

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 5 June 2024.**
- 9.2. **Rangiora-Ashley Community Board Meeting Minutes 12 June 2024.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 June 2024.**
- 9.4. **Submission Environment Canterbury Long Term Plan – Report to Council meeting 4 June 2024 – Circulates to all Boards.**
- 9.5. **Health, Safety and Wellbeing Report May 2024 – Report to Council Meeting 4 June 2024 – Circulates to all Boards.**
- 9.6. **Enterprise North Canterbury Approved Statement of Intent (SOI) Beginning 1 July 2024, and associated 2024/25 Enterprise North Canterbury Annual Business Plan – Report to Audit and Risk Committee meeting 11 June 2024 – Circulates to all Boards.**
- 9.7. **Commence Public Consultation on Amended Stormwater Drainage and Watercourse Protection Bylaw 2024 – Report to Utilities and Roding Committee meeting 18 June 2024 – Circulates to all Boards.**
- 9.8. **Private Well Study – Results from 2023 Study – Report to Utilities and Roding Committee meeting 18 June 2024 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.8.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*

10 MEMBERS' INFORMATION EXCHANGE

83 – 85

10.1 **Brent Cairns**

10.2 **Rhonda Mather**

10.3 **Philip Redmond**

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

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

11 CONSULTATION PROJECTS

11.1 **Welcoming Communities**

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

11.2 **Oxford Football Club Using Cust Domain**

<https://letstalk.waimakariri.govt.nz/oxford-football-club-using-cust-domain>

Consultation closes Friday 26 July 2024.

12 BOARD FUNDING UPDATE

12.1 **Board Discretionary Grant**

Balance as at 1 July 2024: \$6,830.

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 12 August 2024 at the Woodend Community Centre, School Road, Woodend.

Workshop

- *Discretionary Grant Fund – Kay Rabe (Governance Advisor)*
- *Members Forum*

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON
MONDAY 10 JUNE 2024 AT 5.30PM.**

PRESENT

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

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation and Environment), J Recker (Stormwater and Waterways Manager) and K Rabe (Governance Advisor).

There were four members of the public present.

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

A Thompson and I Fong declared an interest in item 6.1 Waikuku Beach Drainage Investigations Update, as they are both residents within the Waikuku Beach community.

3 CONFIRMATION MINUTES

**3.1 Minutes of the Woodend-Sefton Community Board Meeting –
13 May 2024**

R Mather noted that in item 6.5 of the minutes it is unclear who was required to repay \$500 funding. The wording in the minutes would be amended to read “\$500 which was allocated for shelving to the Waikuku Beach Indoor Market was to be returned given that the allocated funds were spent on tables and chairs instead of shelving as requested”.

Moved: R Mather

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board meeting held on 13 May 2024, subject to the amended sentence as shown above.

CARRIED

3.2 Matters Arising

Nil.

4 **DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

4.1 **D Wethey and A Scott – Woodend Beach Playground and Toilets**

Mr D Wethey and Ms A Scott were in attendance to speak to the Board regarding the proposed replacement of the Woodend Beach toilets. D Wethey tabled his submission to the Council's 2021-2031 Long Term Plan (Trim Ref: 240611093903) on the same topic. He had received a positive response from the Mayor and yet two and a half years later there had been no action. Mr Wethey appealed to the Board for its support in moving this project forward with some urgency.

Mr Wethey noted that in the time that residents were waiting for the toilets to be replaced Saltwater Creek had its carpark maintained and new toilets installed, Waikuku Beach and Pegasus Beach had received viewing platforms and Pegasus Beach had new toilets installed. P Redmond noted that the Saltwater Creek toilets and car park maintenance were carried out by New Zealand Transport Authority and not the Council.

S Powell thanked Mr Wethey and Ms Scott for their presentation and assured them that the replacement of the Woodend Beach toilets and playground were a priority for the Board and it was expecting a report on this matter in July 2024. She explained that there had been delays due to winter weather events and in finding the best location for the replacement toilets. S Powell agreed to pass on any information that the Board received regarding these projects.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Waikuku Beach Drainage Investigations Update – K Simpson (3 Waters Manager) and J Recker (Stormwater and Waterways Manager)**

J Recker gave a brief update on drainage investigations at Waikuku Beach detailed in the report.

I Fong requested clarification regarding the Swindells/Park Street pump stations and was told that a permanent pumpstation was budgeted for the 2028/29 financial year which would service the Swindells/Park Terrace/Rotten Row area with the option to potentially include the campground. There would also be budget in the 2035/36 financial year for a Taranaki Stream pumpstation which would pump from the Taranaki Stream when the Ashley River was high.

S Powell noted that during the last flooding event, a pump had been used to mitigate flooding on Beach Road and queried if the pump would be available for every flooding event in the future. J Recker noted that checking the availability of the pump was included on the checklist for Waikuku Beach flood preparedness.

A Thompson thanked J Recker for a positive report and clarified that the projects listed in table 2 of the report were separate projects and were not included in the projects specified in the recommendations and specifically asked about Rotton Row. J Recker confirmed that the remedial work for Rotton Row would be substantial with funding allocated for the 2028/29 financial year. He also noted that McIntosh Drain capacity upgrade had been moved forward to mitigate flooding in Woodend.

In response to a question from I Fong, J Recker replied that the assessment was scheduled to be completed in September 2024 and that he would be updating the Board once it had been completed.

A Thompson asked if there was any indication of what options would be considered and was told that a range of options would be assessed and would cover affordability, disruption and efficiency.

S Powell queried if the swales in Stalkers Road had been completed and J Recker replied that they had been.

Concern was raised regarding budgets that had been set years previously would not be sufficient for the work now required.

Moved: A Thompson

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240527085488
- (b) **Notes** the following progress on several areas identified for further investigation in Waikuku Beach:
 - **July 2023 Immediate Works** –
 - 31 Broadway Avenue – Install of two non-return valves was completed in August 2023.
 - 10 Beach Crescent and Rotton Row – Design being finalised and coordinated with campground works.
 - **Swindells Road** – Temporary pump procured. Drainage upgrade to commence construction in August 2024.
 - **Waikuku Beach Domain** – An options assessment was completed (TRIM 240528085817) with short to long term options to improve the drainage at this location.
 - **Reserve Road** – Works to upgrade culverts crossing Bridge Road will be implemented as part of the Coastal Urban minor drainage improvements budget in 2024/25 financial year.
 - **39 Kings Avenue** – Construction is underway for wastewater, roading and stormwater improvements at Kings Ave, Waikuku Beach.
 - **Northside Drive** - Works have been programmed for this financial year to install back-flow prevention on the existing DN375 culvert.
 - **Kings Avenue Culvert Upgrade** - Culvert upgrade works to commence construction in 2024/25 financial year.
 - **Waikuku Assessment** - A detailed modelling assessment to determine the cause of flooding during the July 2023 event is underway and is expected to be completed by August 2024.
- (c) **Notes** that a report will be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrading works in the Swindells Road.
- (d) **Circulates** this report to the Utilities and Roading Committee for their information.

CARRIED

S Powell stated that it was reassuring to know that a plan was in place going forward to mitigate flooding at Waikuku Beach.

B Cairns noted that this was a good report with substantial information detailing practical solutions.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2024

Moved: S Powell

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 240604089455).

CARRIED

9 MATTERS FOR INFORMATION

- 9.1. Rangiora-Ashley Community Board Meeting Minutes 8 May 2024.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 8 May 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 20 May 2024.
- 9.4. Northern Pegasus Bay Bylaw 2024 – Draft for Consultation – Report to Council Meeting 7 May 2024 – Circulates to all Boards.
- 9.5. Health, Safety and Wellbeing Report April 2024 – Report to Council Meeting 7 May 2024 – Circulates to all Boards.
- 9.6. Roading Staff Submission Mau 2024 – Request for Changes to the Rooding Capital Works Budget – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.7. Roading Staff Submission May 2024 – Proposed Adjustments to Walking and Cycling Budgets – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.8. Solid Waste – Utilities and Rooding Department Staff Submission to the Draft 2024-34 Long Term Plan – Circulates to all Boards.
- 9.9. Water Supply – Utilities and Rooding Department Staff Submission to the Draft 2024-34 Long Term Plan – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.10. Drainage Staff Submission to Long Term Plan 2024-2034 – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.11. Wastewater – Utilities and Rooding Department Staff Submission to the Draft 2024/34 Long Term Plan – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.12. Housing for the Elderly – Proposed new Housing Development – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 9.13. Zone Implementation Programme Addendum (ZIPA) Capital Works Programme 2024/25 – Report to Utilities and Rooding Committee 28 May 2024 – Circulates to all Boards.
- 9.14. Decision for Unused Water Take Consents – Report to Utilities and Rooding Committee 28 May 2024 – Circulates to all Boards.
- 9.15. July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee 28 May 2024 – Circulates to all Boards.
- 9.16. Kaiapoi Community Hub – Reallocation of Budget – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.

9.17. **Aquatics May Report – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.**

9.18. **Libraries Update to 16 May 2024 – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.**

Moved: R Mather

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** the information in Items 9.1 to 9.18.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

10.1 Brent Cairns

- SkateJam events, Kaiapoi during the weekend, then Oxford and on the 8th June in Rangiora. Have asked the community team if Pegasus/Woodend/Ravenswood can be included into an events calendar as its the fastest growing part of our district. Report is coming back to Community and Recreation Committee.
- Review is being done re mobility parks on Kaiapoi wharf. A potentially additional mobility park will support the popular river queen cruises and the very popular Paris for the weekend.
- Reviewing town centre flags, which would need replacing in around a years' time. Took the opportunity to review locations ie including the likes of Woodend, Pegasus, Ravenswood along with how local designers were being involved in the designs and whether we had some flags for the likes of Anzac and Matariki holidays.
- Greenspace to provide mulch and edging for the Woodend/Pegasus food forest. This would tidy up the edges and nourish the trees.
- NZTA were around 60% through the process of purchasing properties for the Woodend bypass.
- Virtual Work and Income New Zealand (WINZ) trial had been set up in Hurunui, allowing clients from Culverden and Cheviot to have meetings with WINZ via Teams... this trial could be extended and could be of value to those clients that are unable to visit the Rangiora office.
 - WINZ staff had been told to be tougher with sanctioning clients - ie for sabotaging interviews etc... which could result in 50% reduction in benefits and on third strike could result in 13 week cancellation of benefit. When children were involved, that was taken into account.
 - WINZ had been told that when fixed contracts come to an end, they would not be renewed and people leaving would not be replaced.
 - Government had told WINZ to get people out of emergency housing in Canterbury. Currently there were 266 people/families in emergency housing.
- Met with Lions group that were keen to provide considerable amount of land in Woodend to grow food for the community. Connected with Food Secure North Canterbury and they in turn were looking at raising funds for seed etc.

- Attended Waimakariri Access Group meeting, things raised were Mobility Parking time limits, issues for some at Dudley pool re changing, Bocca court markings at Mainpower stadium. Almost all issues have been dealt with by staff.
- Attended Food Secure North Canterbury meeting. The group are looking at funding for edible trees and plants so we could help communities create pocket food forests.
- There were a number of interested groups willing to help with creating food forests, Rangiora and Oxford especially.
- Working with Kaiapoi Community wellbeing re an idea to provide families with food in buckets to take away and grow.
- Noted that a resident had given a donation towards a shelter for the Gladstone Dog Park and staff would be progressing this project.

10.2 **Rhonda Mather**

- Attended GreyPower meeting at Rangiora RSA.
- LTP Hearing – supported the Board's Chair in presenting to the Hearing Panel in Kaiapoi.
- LTP Hearing – presented personal submission which focused mainly on community facilities and hire fees.
- Board Meeting.
- Site meeting re street seating on Bob Robertson Drive with Greenspace staff and the Chair.
- Attended three of the free NZ Music month concerts at the libraries. This was an excellent initiative providing a free opportunity for a variety of entertainment to members of the community who might not normally attend such events for cost or other reasons. My personal favourite of the 3 concerts I saw was the WDC Waiata group.
- Made contact with Ravenswood Developments Ltd head office in Wanaka to ask if they would consider supplying an additional seat or two along Bob Robertson Drive or elsewhere in Ravenswood. The response was positive, but will depend on a final cost. At time of writing this, I am waiting to receive a cost update from Julie.
- Liaised with Ken from the Greenspace team about tree trimming required along the southern end of Infinity Drive. This has now been done with the effect being increased light for residents and a safer passage for trucks, cyclists and pedestrians (unobstructed by tree branches).
- Contacted Roading regarding a street sweeper truck working in Pegasus at 6.15am one morning. Had a call back from Corde saying that a new driver was unaware he was not supposed to do the residential area so early and it will not happen again.
- A reminder that Ronel's Community Cuppa is on at the Pegasus Community Centre at 10am on Wednesday 12th June and all Community Board members are welcome to attend. The guest speakers will be Dean from Civil Defense, plus Mike and Sylvia with an update regarding the Northern Pegasus Bay Bylaw.
- Update on the decision for two seats to be installed on Bob Robertson Drive and after working with the developers had received commitment on the developers committing to supplying a further two benches. A plaque to commemorate Bob Robertson would be included in this project.

10.3 **Philip Redmond**

- Property Portfolio Working Group visit to Otautahi Community Housing Trust - Registered housing provider for elderly and social housing.
- Art on the Quay – Ruataniwha – exhibition opening.
- LTP Hearings at Kaiapoi, Oxford and Rangiora via Teams due to Covid.
- Coastguard North Canterbury - Dedication Blackwell fast water rescue boat and four-wheel drive command unit. First in New Zealand.
- LTP Deliberations – minor changes to reflect submissions, theme affordability.
- Waimakariri Health Advisory Group – advertising for independent Chair.
- Representation Review Working Group – census data unavailable therefore recommendation not to proceed.

10.4 **Ian Fong**

- Pegasus Residents Group – AGM was on 24 July 2024 at 7pm. All members were invited to attend.
- Sefton Hall Committee - Car parking area and heating discussed. Also had two separate meetings regarding fund raising with a quiz night planned. Applied for extra funding from the WDC LTP.
Paul Williams was dealing with the sewage problem at the domain.
- Pegasus Residents Group – Open Day for the Community Emergency Hub to be held on Sunday 20 October 2024. Would be good if WDC Civil Defence Team attended. Pegasus Welcome signage discussed.

10.5 **A Thompson**

Nothing to report.

10.6 **Mark Paterson**

Busy couple of months and pleased with the success of the Hangi held last month.

11 **CONSULTATION PROJECTS**

11.1 **Northern Pegasus Bay Bylaw**

<https://letstalk.waimakariri.govt.nz/northern-pegasus-bay-bylaw-2024>

Consultation Closes on Sunday 16 June 2024.

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 May 2024: \$726.73

12.2 **General Landscaping Fund**

Balance as at 31 May 2024: \$13,680.

13 MEDIA ITEMS

Viewing platforms and benches on Bob Robertson Drive.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 8 July 2024 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 6.17PM

CONFIRMED

Chairperson

Date

Workshop
(6.17 – 6.45pm)

- *Community Service Awards Nominations discussion*
- *Members Forum*
 - *Significant feedback on the Beach Volleyball Court.*
 - *200 responses from local youth regarding a youth space in Pegasus*
 - *Agreed that a letter be sent to the Associate Minister of Transport who is also the local Member of Parliament regarding the Board's concern at the review for school bus services given that existing public transport is not a feasible alternative. It was also agreed that School Boards be encouraged to advocate for school bus services.*
 - *Agreed that a draft submission on the Northern Pegasus Bay Bylaw be circulated for comment.*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** CPR 04-21-12/240607092285**REPORT TO:** WOODEND SEFTON COMMUNITY BOARD**DATE OF MEETING:** 08 July 2024**AUTHOR(S):** Isibea Clark – Project Manager Community and Recreation**SUBJECT:** Sefton Domain and Pavilion**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 Chief Executive
1. SUMMARY

1.1. The purpose of this report is for the Woodend-Sefton Community Board to:

- Update the Woodend-Sefton Community Board on the Sefton Public Hall Society's progress relating to the rebuild of the Sefton Community Facility, and;
- Recommend that the Community and Recreation Committee approve the use of up to \$180,000 of General Building Renewals budget to procure prices for a full replacement of the wastewater system at Sefton Domain Pavilion, which has failed and is no longer in operation.

1.2. Staff have had an options report done on the wastewater system to better understand what action to recommend, following the failure of the existing system.

1.3. The options assessment looked at retention of the current system with repairs versus the replacement of the system. Following this assessment, it is recommended that the system be entirely replaced, with a budget of \$180,000 recommended to achieve this.

1.4. It is noted that the options assessment considered not only the current demand, but also the longer-term needs (including the proposed replacement of a hall in place of the current pavilion), which will see an increase in the demand going forward.

Attachments:

- i. Sefton Hall Project – Milestones for Sefton Hall Committee 240305034203

2. RECOMMENDATION**That** the Woodend Sefton Community Board:

- (a) **Receives** Report No. 240607092285
- (b) **Notes** that the replacement of the full wastewater system is required given the failure of the existing system, and to allow future proofing for the Sefton Public Hall Society who have a lease for the Sefton Domain from the Community Board.
- (c) **Notes** staff have been liaising with the Sefton Public Hall Society who have indicated they plan to begin building by 2025 on Sefton Domain, and that the timing of the upgraded septic system will need to be coordinated with this project.

AND

THAT the Woodend Sefton Community Board recommends:

THAT the Community and Recreation Committee:

- (d) **Approves** option one for staff to replace the wastewater system at Sefton Domain.
- (e) **Approves** staff utilising up to \$180,000 from the General Building Renewals budget (PJ code 101179.000.5014) for the replacement of the septic system within the 2024/25 financial year.
- (f) **Notes** that the General Building Renewals programme will have an impact due to the use of allocation of this budget.
- (g) **Notes** the Community Facilities Network plan supports the Sefton Public Hall Society replacing the facility it owns that was damaged in the earthquake and requires renewal.
- (h) **Notes** that staff will be bringing a programme for Greenspace budgets to the Community and Recreation Committee in its July meeting. This report will propose the Greenspace program of works for the next three years, including the General Building Renewals Budget.

3. **BACKGROUND**

Replacement of Sefton Community Hall

- 3.1. The Sefton Community Hall is owned and operated by a group of elected volunteers from the community. During the earthquakes of 2010 and 2011 the hall was subject to damage that has left it requiring significant work for either repair or replacement.
- 3.2. Following the damage in the 2010/11 Canterbury Earthquakes the hall committee undertook a feasibility study in January 2020 to help decide whether they should invest in repairing the hall or build a new hall on the current site or elsewhere. They also collected feedback from the community via a survey to understand community's views on the hall.
- 3.3. The Sefton Public Hall Society made an application to Council to demolish the existing pavilion building at the Sefton Domain and to lease this space to build a new community facility. The aim of this building is to develop a space that can be used by the local community and is fit for purpose. Consultation occurred in 2021 with high community support.
- 3.4. In April 2022, a ground lease was granted for a period of 11 years to the Sefton Public Hall Society and the Council approved funding of \$200,000 in the Long-Term Plan 2021 – 2031 towards the new facility. The Council will also support the Sefton Public Hall Society by covering the reasonable costs of any resource consent application (if required) to establish the proposed building on the site. Any costs relating to the building consent application are the responsibility of the Sefton Public Hall Society. This was approved in April 2022 by the Woodend Sefton Community Board (220113003137) before the process was in place for waiving Building and Resource consents through the Facilities & Consents Fee waiver Sub-Committee.
- 3.5. The costs of the physical development of the new community facility in Sefton Domain including demolition of the pavilion, the new building and planting or pathways in the leased area are to be met by the Sefton Public Hall Society and has recently been costed at \$3,387,892. These costs are expected to be met by selling existing land owned by the society, fundraising and through external funders. This includes insurance from

earthquake damage, the proposed sale of existing assets (including the library and community hall – both administered by the society) plus the \$200,000 that was approved by Council, noting that this is a contribution that otherwise would have been used in years to come on renewal of the existing pavilion and to ensure Council meets its agreed Levels of Service for this community and domain.

- 3.6. The Sefton Hall Committee attended the Community Board's February 2024 meeting and gave an update on the progress to date. The Committee indicated that concept plans and costings had been completed and was hoping to start building by 2025 if all progressed according to plan.
- 3.7. Sefton Public Hall Society have so far undertaken the following at a cost of around \$80,000.
 - Geotechnical Investigation
 - Prelim Fire Report
 - Structural Mark ups
 - Concept Architectural Design
 - Costings
- 3.8. The Council's Greenspace Team met with the Society in March 2024 and have been supporting them throughout the project. Staff provided the Society with a list of project milestones to achieve, and guidance as outlined in attachment i. The Community Team have also met with the Society around fundraising and provided advice.
- 3.9. Following this the Society have established a fundraising committee who have planned to raise funds through quiz nights and community events, with the goal of applying to major funders.

Wastewater System Replacement

- 3.10. The Sefton Hall Society applied through the Long-Term plan for additional funds to repair or replace the wastewater system following identification that it is also in need of replacement.
- 3.11. During the site investigation phase of the project undertaken by the Society, TM Consultants were engaged to provide a report on the condition of the current wastewater system so the Society could understand if this would be sufficient for the new building as there is no public wastewater supply.
- 3.12. Through these investigations it was determined the wastewater system at Sefton Community Hall had failed and does not adequately treat and dispose of the effluent. The system does not meet the requirements of the Land and Regional Water Plan.
- 3.13. Site investigation uncovered a failed soak hole or flushing chamber in the depression to the East of the existing toilet block and septic tank. Two depressions run North-South between the septic tank and the failed soak pit and may be field tiles or similar effluent lines.
- 3.14. The existing system has performed poorly due to the placement on the site and significant water leaks and groundwater ingress issues. Based on the lack of original as-built plans, service records and leaky fixtures, it is expected that the land application system is significantly overloaded, resulting in effluent ponding

- 3.15. Upon the Council receiving this information, due to health and safety concerns and compliance reasons, the public toilets were closed. Three Portaloo's were taken to site in March at a monthly cost of \$619 for rental and \$165 for cleaning whilst staff have been investigating the next steps.
- 3.16. The Council engaged TM Consultants to provide a wastewater options design report to identify the best option to address the failed system, either through remediation or replacement.
- 3.17. The investigation assesses three options for remediation of the failed onsite wastewater treatment system at Sefton Pavilion. The three options are listed below, with further detail provided in the Issues and Options section.

Option 1 (*recommended option*): Full replacement of septic tank system, funded from existing renewals budgets.

Option 2: Construct a holding tank which would have its waste carted away from site.

Option 3: Full replacement of septic system, undertaken in stages.

Option 4: Full replacement of a septic system, funded from additional budget to be assigned by Council.

Option 5: Retain portaloo's.

- 3.18. Staff have had this report reviewed by the 3 Waters team and agree with the recommendations provided in it.
- 3.19. It has been determined that significant repair work and upgrades are required to bring the existing system into compliance and reduce risks to health and groundwater contamination. Repairing and upgrading the existing system would be uneconomical compared to the option of a replacement system. A connection to the reticulated sewer is not available in this area, hence this option is not possible.
- 3.20. Through the Long-Term Plan submission process, the Committee have asked the Council to consider funding a new septic tank at the Sefton Domain which serves the current Council owned Pavilion and toilets. The estimate the Sefton Hall Society have received to complete their build does not include a replacement septic tank.
- 3.21. There are currently no asset condition assessments undertaken by the Council with septic tanks. However, as part of the Community Facilities Network Plan, which was finalized in December 2023, a recommendation was that a condition assessment of all buildings is completed to enable optimisation of the network, this will include septic tanks. Hence, for future, replacements of assets such as these are intended to be carried out proactively rather than reactively.

4. **ISSUES AND OPTIONS**

- 4.1. Three options exist for the existing facilities onsite wastewater management system.
- 4.2. Estimates have been received; however, staff need to procure prices before the true cost is known. The available options are outlined below.
- 4.3. **Option 1:** Procure prices for a replacement wastewater system with the view of bringing this back to Management Team for approval in line with Procurement and Contract Management Policy (\$180,000 estimate).

- 4.4. Replacing the wastewater system in full would allow for the increased capacity when the new facility is built. The cost to replace the wastewater system allowing for this increase is likely to cost around \$75,365, along with additional costings for decommissioning bringing the total to - \$115,365. Please note this price excludes consents and electrical upgrades, design fees and land remediation, hence with these items included, the total recommended budget allowance is \$180,000.
- 4.5. Staff will ensure they engage with Environment Canterbury (ECan) before work commences to ensure the works are undertaken in accordance with requirements in the Land and Water Regional Plan. Consideration was given to repairing in stages; however, this is considered to be the most cost-effective approach.
- 4.6. It is proposed that the \$180,000 required is funded through the General Building Renewals budget (PJ 101179.000.5014), which has an allowance of \$381,430 in 2024/25.
- 4.7. Sefton Pavilion was allocated \$53,500 in year 2 of the existing work program. Since the program was developed, the Sefton Public Hall Society have obtained a lease for the Pavilion area through the Woodend Sefton Community Board. This has seen the building renewal moved to year 10 in the current work program.
- 4.8. The current Sefton Sports Pavilion has been fully depreciated. The various components of the building have not been recorded individually; instead, the entire structure including the septic tank has been categorized as a single overarching asset, the pavilion. While the building is structurally sound and meets the needs of the current users it is not accessibility compliant. Combining the Sefton Hall with a rebuild of the Domain makes one facility for the community and would be beneficial from a financial perspective for both Council and the Sefton Community Hall Committee when considering long term replacements.
- 4.9. The allocation of the \$180,000 from the General Building Renewals fund to replace the Sefton wastewater system will require some re-prioritisation of the General Building Renewals program.
- 4.10. The work program for 24/25 originally showed that Loburn Pavilion was due for renewal, with a total value allocated of \$250,700 in year 1. However, it has subsequently been moved to year 7 as investigations are required around the viability of retaining the existing building or developing a new facility. Hence, with this reallocation, the Sefton septic system renewal can be accommodated in the current year's programme.
- 4.11. Staff will be bringing a programme for Greenspace budgets to the Community and Recreation Committee in its July meeting. This report will propose the Greenspace program of works for the next three years, including the General Building Renewals Budget. A driver of this was that the Community Facilities Network Plan was finalised in December 2023 and provided recommendations around divestment of assets and condition assessments to enable optimisation of the network.
- 4.12. If the Community and Recreation Committee approve Option 1, staff will ensure that the appropriate procurement process is followed before engaging or procuring any services, in accordance with Council's Procurement and Contract Management Policy.
- 4.13. This is the recommended option.
- 4.14. **Option 2:** Procure prices for a holding tank (\$10,000 estimate).
- 4.15. Effluent holding tanks are a low-cost option to capture effluent discharges from a building, which then require the waste to be carted away for off-site disposal.

- 4.16. However, these systems are typically significantly more expensive over time compared to almost any other system given the cost of emptying. For a design life of less than five years, holding tanks may be a viable option, however, past that point, the costs involved with emptying the tanks quickly outgrow the cost of installing a suitable wastewater system.
- 4.17. Regardless of installing a holding tank, at some stage a replacement septic tank will need to be installed and this cost would then be borne by the Sefton Hall Society when they come to build a new facility as a holding tank will not be suitable for the proposed upgrade. The upgraded facility's effluent load will be significantly higher, likely requiring daily emptying of effluent. The Society would be unlikely to be able to fund this given the large fundraising task they already have. Therefore, Option 2 is not recommended, as it is not considered economic in the long term.
- 4.18. **Option 3:** Replacement wastewater system in two stages
- 4.19. The cost outlined in option one is the estimated cost to install the system in full. There is an option to install in phases with Stage 2 connection being completed when the new facility is built and capacity increases. The cost in the initial year would be reduced, however the cost to deliver both stages of the project would be increased over the \$180,000 allowance, as it would be less efficient to deliver in stages than delivering the entire project at once.
- 4.20. This is not recommended as the cost of Stage 2 would therefore fall on the Sefton Hall Society and they would be unlikely to be able to fund this. This would leave a new facility that is unable to be opened as the wastewater system in place would not be able to function with the increased capacity. This would leave a redundant facility.
- 4.21. **Option 4** –Council considers approving \$180,000 of additional funding to allow the full replacement of the wastewater system whilst retaining the current work plan for existing renewal funds.
- 4.22. This option would involve borrowing additional funds which would ensure that the existing work program could proceed without deferring any projects. While this would add pressure on staff to deliver an extra project, it could be managed with external contractors. However, this would result in increased borrowing. Therefore, staff do not recommend this as the preferred option. In the meantime, staff have reprogrammed the budget based on the current allocation, allowing for potential program expansion later on.
- 4.23. **Option 5:** Retain Portaloos
- 4.24. Whilst this may be a lower cost option initially, this cost will significantly grow over time. It is also noted that this option would not meet the required level of service by providing non-accessible toilets. Portaloos have narrow doorways and cramped spaces, making it difficult for people using mobility aids such as walkers or children and parents to manoeuvre comfortably inside.
- 4.25. Therefore, option five is not recommended.

Implications for Community Wellbeing

- 4.26. There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.27. The full replacement of the wastewater system by the Council will greatly enhance the potential for the Sefton Public Hall Society to construct a new community facility on-site. The Sefton Domain serves as a vital space for numerous sports and community organizations, as well as the RSA for ANZAC commemorations. However, the current

non-functioning toilets severely limit accessibility and fail to provide adequate facilities for visitors and attendees. The recommended option will therefore provide a significant improvement to the wellbeing of the impacted community.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

- 5.2. Te Ngāi Tūāhuriri hapū would have an interest in this report if no options are approved as this involves effluent discharge. All options presented ensure that this is rectified however if this was not the case staff would ensure they engaged occurred with Te Ngāi Tūāhuriri hapū

5.3. **Groups and Organisations**

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

The Sefton Public Hall Society are affected by this report as repair of the wastewater system will come at a significant cost to them. Local community groups, schools have all been included in the key stakeholder list for the rebuild project and the Sefton Hall Society have been keeping them informed including the Sefton Cricket Club who are the main user of the facility.

5.4. **Wider Community**

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

The wider community has been in conversation with the Sefton Hall Committee for several years on what the future of the building should be, and consultation has occurred. The wider community is currently affected by the failed wastewater system and use of Portaloos are in place which are not currently accessible and provide a lower level of service than conventional toilets.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

- 6.2. Revaluation of buildings was completed by Quotable Value in June 2024 for insurance purposes and shows the reinstatement estimate for Sefton Pavilion is to the value of \$611,000. The current book value for Sefton Pavilion including services, internal fit out, roof and structure is \$71,821.79 as shown in Technology One.
- 6.3. Staff are seeking approval from the Community and Recreation Committee that budget is allocated through the Building Renewals Program for full replacement of the current wastewater system, allowing for the increased capacity of the proposed new building.
- 6.4. Staff will need to undertake a procurement process to confirm the actual cost, however the current estimate for the recommended option is \$180,000.
- 6.5. Following the procurement process, a tender approval report will be bought to Management Team for approval.
- 6.6. There is a small risk the Sefton Public Hall Society may fold or be unable to raise enough funds for their project. Should this occur, the Greenspace team would consult with the Board and identify a way forward.
- 6.7. The full budget allowance for the General Building Renewals budget for 2024/25 is outlined below:

	General Building Renewals (101179.000.5014)
2024/25 Budget	\$381,430
Carryover from 2023/24	\$77,223
Total Available Budget	\$458,653

6.8. As noted previously, under the proposed option (Option 1) it is recommended that the General Building Renewals programme for 2024/25 be reprioritized to allow for the recommend works to be completed within the already assigned budget for the current financial year. This will ensure the proposed works can be completed within available budgets.

6.9. The renewals account is currently in surplus; hence this will have no rating impact.

6.10. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

The failed wastewater system has significant sustainability impacts. Beyond the immediate issues of water contamination and public health risks, there are also environmental consequences. During the process of addressing the current issues we will need to ensure environmental and social sustainability are addressed.

The Council will be encouraging the Sefton Public Hall Society to consider ways to reduce carbon emissions, including from materials used in construction, the construction process, construction waste and the disposal of the old pavilion building.

6.9.1. **Risk Management**

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

Risks around the new community facility not being able to be constructed if the Sefton Public Hall Society are not able to raise adequate funds. The mitigation for this, is that the lease is for 11 years, allowing sufficient time for fundraising and construction of the new facility, if funding is still looking unlikely by this time, then the lease can be terminated upon either parting giving three (3) months clear notice in writing. Once the design has been confirmed and funding secured a further report to Woodend Sefton Community Board will be required to enable final design approval and agree to demolition of the pavilion.

6.9.2. **Health and Safety**

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

A failed septic tank and land application system is a serious health and environmental hazard and can lead to contamination, alteration of the local ecology and polluting as well as spread of infectious diseases. Staff have fenced off the failed dispersal field from the public to mitigate any risk and the toilets have been closed.

When the construction of the new facility takes place, it will require works to be undertaken within the Council reserve and in particular the use of building tools and machinery. Staff would require any building contractors to be Sitewise approved and to submit an appropriate health and safety plan (Site Specific Safety Plan – SSSP). This would need to be approved by Council staff prior to construction beginning on site.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- The Reserves Act 1977 – Sefton domain is covered by the Council's *Sport Recreation Reserves Management Plan 2015*.
- Building Act 2004 (in relation to regulations around the development of this site)
- Resource Management Act 1991 (in relation to any resource consents required for the development of the site)

7.3. **Consistency with Community Outcomes**

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

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- The natural and built environment in which people live is clean, healthy, and safe.
- Our communities are able to access and enjoy natural areas and public spaces.
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

7.4. **Authorising Delegations**

The Woodend-Sefton Community Board have the delegated authority to make decisions on what happens within Greenspace reserves. However, the delegated authority to approve budget sits with the Community and Recreation Committee.

Sefton Hall project

This document is intended to be a guide for Sefton Public Hall Committee to follow whilst they undertake the planning and build stages of their project.

Project Management will be the responsibility of the Sefton Hall with Waimakariri District Council providing resource to guide the hall during this time.

It is recommended that the Sefton Public Hall set up a separate project group with approximately 3-4 people which includes a Council staff member to ensure that the project is soundly managed and properly supported to achieve objectives. The project group should have an overview of:

- Risk and issues management
- Budget management
- Reporting
- Build progress
- Communication

The project control is accountable for ensuring that the project is delivered to specification and on time and budget.

The group should meet at least monthly. It is expected that once construction commences meetings will be more frequent - probably weekly. However, a formal meeting with project and financial reports will be held at least once every month.

Sefton Public Hall Rebuild – Project Milestones

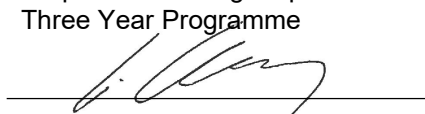
	Description	Status	Responsibility
Feasibility Study	A feasibility study is an assessment of the hall around if it is feasible to repair or replace the existing hall and the best location.	Complete - 2020	Sefton Hall
Report to the Woodend Sefton Community Board	This report seeks permission to include a grant in the LTP to the Sefton Hall committee of \$200,000 towards the changing area of the newly proposed hall.	Complete – 2021	WDC
Consultation with the Community	This consultation seeks feedback from the community around granting a lease to the Sefton Public Hall Society to undertake their build.	Complete – 2021/2022	WDC
Report to Woodend Sefton Community Board seeking approval to grant lease.	This report seeks approval from the Board to grant the lease for Sefton Domain after community consultation.	Complete - 2022	WDC
Lease agreement	This lease agreement gives the Sefton Public Hall permission to build a new community hall on 2 Vaughan Street, Sefton.	Complete - 2022	WDC/Sefton Hall
Geotechnical assessment	A geotechnical investigation report will present the findings of the site, outline the assessment of the ground conditions, and provide recommendations for building foundations, earthworks or retaining walls. This is needed for the design.	Complete - 2023	Sefton Hall
Architect engagement/ Design	The concept design will be done over a period of time and from this an estimate will be given on what the cost of the build will be. You will then be able to work on the next step once you are aware of the overall budget required.	Underway	Sefton Hall
Fire report, engineers report, accessibility report, Electrical, mechanical/services, septic tank	You will need all of these reports undertaken before you proceed to apply for your building consent or to understand your budget. It's important you have these to avoid further costs down the track. Your architect should be able to guide you on what reports will be required.	Underway	Sefton Hall
Apply for PIM	It is not mandatory to apply for a PIM (project information memorandum). You can choose not to apply for a PIM if you think that information within a PIM is not relevant to your building project. Applying for a PIM early during the design phase can highlight issues that need to be addressed in the project design, including whether resource consent or specific stormwater design is needed. Knowing potential site issues and designing to accommodate them can also speed up and reduce the cost of the building consent process.		Sefton Hall
Budget	Confirm budget required for the whole project. This needs to include architect fees, reports, consents, soft fit out. Anything that will be spent in this budget from the start to the time you unlock the door should be included. It's important to ensure you include a contingency sum in your budget to cover any unforeseen expenses.		Sefton Hall

Funding Strategy	A funding strategy is a written plan that determines the financial requirements of how you will secure funding to achieve the outcome of the build. It is recommended you delegate a small sub-committee to focus on the funding plans and they meet regularly. The Councils Community Team can assist with this.		Sefton Hall/WDC
Report to Board Approval of Design	This report seeks approval on the proposed design. You will require this before applying for any consents. When you have a confirmed design, please send your design to the Council who will undertake the report. The board meets monthly.		WDC
Building Consent/Resource Consent application	<p>Building consent will likely cost an estimate of \$10,000-\$15,000 please ensure that before you progress with this step you have all required information. The architect can submit this on your behalf and correspond with the Council. The Councils Project Manager can review your application before you submit.</p> <p>A reminder that building consents are only valid for 24 months, a fee for an extension will apply if you wish to apply and the Council will decide whether to grant an extension for up to one year. It is recommended you only start the building consent process when you are close to the build process.</p> <p>The Council will pay the Resource Consent fees associated with this project. This process usually takes around 6-8 weeks.</p>		WDC/Sefton
Tender process	It is recommended you approach at a minimum 3 contractors for prices and compare these. The Councils project manager can help you with comparing the prices and highlighting anything to be aware of. You will need to evaluate all prices and negotiate with your preferred tender.		Sefton Hall
Report to board seeking approval on contractor engagement and funding plan	This report seeks approval from the Board on contractor engagement and your funding plan. When you have these available, please send these to the Councils Project Manager. This needs to be approved before any building commences.		WDC/Sefton
Sale of assets/land	You can choose to do this at any point, the point this is done will be determined in your funding strategy.		
Demolition of existing pavilion on the domain.	This phase includes the removal of any asbestos, the demolition of buildings, the removal of all debris and leaving the site clear for land remediation and construction. This needs to be done with clear communication to site users and the Council and you need to ensure that the contractor has a good health and safety plan in place.		Sefton Hall

Demolition of the existing hall building	This phase includes the removal of any asbestos, demolition of buildings, the removal of all debris and leaving the site clear for land remediation and construction. This needs to be done with clear communication to the school, neighboring residents and the Council. You need to ensure that the contractor has a good health and safety plan in place.		Sefton Hall
Build	This is when construction of the build starts, and the foundations start to be put into place. There will be a number of Council inspections required during this time however your contractor should manage this. When you apply for building consent you will be advised when these inspections will be required.		Sefton Hall
Interior fit out	This is when you have trades coming in and fitting out the interior of the building, blinds, signage, chairs, tables, AV etc. Some of this can be done by community members to help minimize any cost here.		Sefton Hall
Hard and Soft Landscaping	This is when you look at landscaping the outside of the build. Again, you may wish to use community members for some of the “soft” landscaping work like gardening. However, the “hard” landscaping e.g., concreting will need to be undertaken by professionals.		Sefton Hall
Compliance schedule and code of compliance	Prior to occupancy once everything is completed and you have received all PS4's from your contractors you will need to apply for code of compliance. The WDC will need to review the compliance schedule to ensure that the building meets all the requirements of the schedule before issuing a code of compliance, your contractor should arrange this for you. The building will be considered open when this has been issued and then members of the public are able to enter. This stage requires Council sign off.		Sefton Hall
Official opening	This is the time to celebrate – the building can be opened to the public and is now available for bookings.		Sefton Hall/WDC
Operating maintenance schedule	It's important you ensure that all specified systems in your building are on a regular inspection schedule as well as the yearly BWOFF is scheduled in at this point.		Sefton

Key Contractor List – Sefton Public Hall

	Contractor	Responsibility	Date engaged
Architects for Concept Design	Splice Design	Responsible for the development of a concept design to meet concept brief requirements from Sefton Public Hall.	
Architects for Design	To be confirmed	Develop the detailed plans to meet the requirements and specifications of the client; documentation ready for tender process; liaison with other project consultants; overall responsible for the design and functionality of the building.	
Other project consultants	To be confirmed	Accountability for the various aspects for which they are engaged.	
Building contractor	To be confirmed	Responsible for demolition work and construction of new facility	
Project Manager	To be confirmed	Responsible for the project delivery, budget management and risk management. This may be the building contractor. It is recommended there is a separate project group which includes members of the Hall and the Project Manager.	

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-08-09-01 / 240419062981**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 8th July 2024**AUTHOR(S):** Kieran Straw – Civil Projects Team Leader
Joanne McBride – Roading & Transport Manager**SUBJECT:** Proposed Roading Capital Works Programme for 2024/25 and Indicative Three Year Programme**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1 This report seek endorsement from the Community Board of the proposed 2024/25 Roading Capital Works Programme and notes the indicative three-year programme from 2025/26 to 2027/28, as shown in the tables in Attachment (i).
- 1.2 The Roading Capital Works Programme being considered are the categories where a general allocation is provided for in the Council's Long Term Plan (LTP), where community input is beneficial to achieving the required outcomes.
- 1.3 Renewal programmes are determined following a condition assessment 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 considers asset life other factors including road hierarchy, high demand areas (e.g., schools or town centre areas) are also considered.
- 1.4 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.
- 1.5 Minor safety improvements and public transport infrastructure are also included in the proposed programme.

Attachments:

- i. Proposed Roading Capital Works Programme for 2024-25 and Indicative Three-Year Programme (TRIM No. 240624102120)

2. RECOMMENDATION**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240419062981.
- (b) **Endorses** the attached 2024/25 DRAFT Proposed Roading Capital Works Programme (Trim No. 240624102120)
- (c) **Endorses** the indicative Roading Capital Works Programme for the 2025/26, 2026/27 and 2027/28 years.

- (d) **Notes** that the outcome of the National Land Transport Programme (NLTP) will not be known until September 2024, and as such it will not be known as to whether co-funding is available until that time.
- (e) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff and will be incorporated into the final report which is proposed to be taken to the Utilities and Roding Committee in August 2024 for approval.

3. **BACKGROUND**

- 3.1 The Roding programmes being considered are for those categories where a general allocation only is provided in the Council's Long Term 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.
- 3.5 The process for finalising and approving the 2024/25 Roding capital works programme has included circulating a memo with the draft programme to the Community Boards ahead of this report. Feedback from the memo will be considered at the meeting, and agreed amendments made to the proposed programme. Following on from this, the Boards decisions will be reported back to the Utilities and Roding Committee.
- 3.6 The roding 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 New Zealand Transport Agency Waka Kotahi, 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

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 2022 to feed into the 2024/34 Roading Asset Management Plan and the Long Term Plan. The next condition rating is due to be completed in 2025.

3.12 Kerb and Channel Replacement

Kerb and channel replacement is primarily 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.

The kerb and channel replacement are 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.

3.13 Footpath Renewals

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.

As mentioned above all footpaths were condition rated in 2022. 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.

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 2025.

3.14 Minor Improvements Programme

For the minor improvement programme, safety is the main factor considered.

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

3.15 New Footpaths

This programme looks to install new footpaths in urban areas where there currently are none. A programme has been developed and prioritised and delivery of these new paths are continuing. The Programme for 2024/25 has been approved by Council and funding brought forward as part of the Long Term Plan to allow for both Lees Road (Kaiapoi) and East Belt (Rangiora) to be delivered in 2024/25.

It is also noted that staff are continuing to work through options with Council on the delivery of shared paths which had been previously agreed under the Transport Choices funding, which was subsequently withdrawn. This includes the Woodend to Ravenswood connection. Once the outcome of the National Land Transport Programme funding application is known, a further report will be taken to Council.

3.16 Public Transport Infrastructure

There are planned improvements within the Woodend-Sefton ward area for public transport over the next 4 years with four new shelters, and three real-time displays planned.

4. ISSUES AND OPTIONS

4.1. The draft programme was presented to the Community Board by way of memo (refer to attachment i.), and feedback will be considered, and if agreed it can be incorporated into the programme where possible. This will then be included within the report to the Utilities and Roading Committee when they consider approval of the programme in August 2024. This will allow for work to proceed promptly in September once the outcome of the National Land Transport Programme (NTLP) is known.

4.2. 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.

4.3. The following options are available to the Board:

4.3.1. Option One – Endorse the Proposed Programme as Recommended:

Feedback presented from this meeting will be incorporated into a revised programme, which will be presented to Utilities and Roading Committee for approval.

This is the recommended option as it allows the draft programme to be taken to Utilities & Roading Committee and for work to begin on planning / design for projects early in the new financial year.

4.3.2. Option Two – Decline the Recommendation and ask Staff to make further changes:

This is not the recommended option as staff have spent considerable time reviewing these programmes of works and confirming that this programme is not in clashes with other Council programmes.

4.4. 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.

Staff will liaise with Te Ngāi Tūāhuriri in regards to specific projects within the programme as required.

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Where individual projects are agreed upon, then the appropriate groups and residents will be consulted with.

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. Safety, Public transport and renewal of infrastructure supports the whole community.

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 for other road users.

Staff will communicate impacts with directly affected residents as required.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no 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.

6.4 **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. The Utilities & Roading Committee has the delegation to approve works that are within the Council budgets.

Proposed Roothing Capital Works Programme for Community Boards - 2024/25 and three indicative years

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Kerb and Channel Renewal						
Professional Fees			\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Charles Street (Outside Paris for the Weekend)	West	Kaiapoi	\$ 20,000			
Alfred St (Victoria St - Ivory St)	South	Rangiora	\$ 45,000	-	-	
Ashgrove St (Seddon St - No.62)	East	Rangiora	\$ 120,000	-	-	
Akaroa Street (Hugh St - Ashley Pl)	Both	Kaiapoi	\$ 245,000	-	-	
Leech Pl (Bush St - end)	North	Rangiora	-	\$ 30,000	-	
Thorne Pl (Ivory St - end)	South	Rangiora	-	\$ 30,000	-	
Green St (Johns Rd - 22)	East	Rangiora	-	\$ 115,000	-	
Akaroa Street (Ashley Pl - Alpine Ln)	Both	Kaiapoi	-	\$ 140,000	-	
Seddon St (White St to Ayers St)	North	Rangiora	-	\$ 55,000	-	-
Seddon St (Kinley St to White St)	South	Rangiora	-	\$ 30,000	-	-
White St (Johns Rd - Palmer St)	East	Rangiora	-	\$ 40,000	-	-
Otaki St (Ohoka Rd - Broom St / no. 21)	East	Kaiapoi	-	-	\$ 70,000	-
Otaki St (Ohoka Rd - Broom St / no. 21)	West	Kaiapoi	-	-	\$ 135,000	-
Johns Rd (Green St - Bush St)	South	Rangiora	-	-	\$ 12,000	-
Johns Rd (Bush St - King St)	South	Rangiora	-	-	\$ 60,000	-
Denchs Rd (Southbrook Rd - New Life School)	North	Rangiora	-	-	\$ 50,000	-
Edward St, No. 14 - Wales St	East	Rangiora	-	-	-	\$ 165,000
Bush St (South Belt - no. 29 - Kindergarten)	West	Rangiora	-	-	-	\$ 125,000
Bush St (Charles St - Watson Pl)	West	Rangiora	-	-	-	\$ 45,000
Kingsbury Ave (Windsor Crt - Regent Ave) - V Channel	South	Rangiora	-	-	-	\$ 50,000
Other Commitments			\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
To be Allocated			\$ 10,907	\$ 907	\$ 113,907	\$ 55,907
Value of Work Programmed			\$ 560,000	\$ 570,000	\$ 457,000	\$ 515,000
Total Available Budget (including fees)			<u>\$ 570,907</u>	<u>\$ 570,907</u>	<u>\$ 570,907</u>	<u>\$ 570,907</u>

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Footpath Renewal			24/25	25/26	26/27	27/28
Professional Fees			\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Alfred St (Victoria St - Ivory St) - with kerb & channel	South	Rangiora	\$ 25,000	-	-	-
Charles Street (outside Paris for the Weekend)	West	Kaiapoi	\$ 25,000	-	-	-
Princess Pl (Smith St - end)	East	Kaiapoi	\$ 47,000	-	-	-
Grove Pl (Kingsbury Ave - Rex Pl, including walkway)	East	Rangiora	\$ 27,000	-	-	-
Ashgrove St (Seddon St - No.62) - with kerb and channel	East	Rangiora	\$ 55,000	-	-	-
Akaroa Street (Hugh St - Ashley Pl) - with kerb and channel	Both	Kaiapoi	\$ 102,000	-	-	-
Blackett Street (north-east quadrant at King Street roundabout - No. 216 King St)	North	Rangiora	\$ 15,000	-	-	-
Fraser Pl (No. 2 - end)	South	Rangiora	\$ 20,000	-	-	-
Ashley St (Jennings Pl - No. 71/73)	West	Rangiora	\$ 70,000	-	-	-
Parkhouse Dr (Treffers Ave-End)	West	Rangiora	\$ 53,000	-	-	-
Treffers Ave (Johns Rd - Parkhouse Dr)	West	Rangiora	\$ 30,000	-	-	-
Kippenberger Ave (East Belt - end)	North	Rangiora	\$ 60,000	-	-	-
Wilson Dr (Mill Rd - end)	East	Rangiora	\$ 35,000	-	-	-
Victoria St (No. 67 - Alfred)	West	Rangiora	-	\$ 22,000	-	-
Leech Pl (Bush St - end) - with kerb and channel	North	Rangiora	-	\$ 20,000	-	-
Green St (Johns Rd - No. 22) - with kerb and channel	East	Rangiora	-	\$ 40,000	-	-
Akaroa Street (Ashley Pl - Alpine) - with kerb & channel	Both	Kaiapoi	-	\$ 60,000	-	-
Kingsbury Ave (Windsor Crt- Regent Ave)	North	Rangiora	-	\$ 20,000	-	-
Seddon St (White St to Ayers St) - with kerb & channel	North	Rangiora	-	\$ 25,000	-	-
Seddon St (Kinley St to White St) - with kerb & channel	South	Rangiora	-	\$ 20,000	-	-
Williams Street (Beach to No 232)	East	Kaiapoi	-	\$ 10,000	-	-
Park St (High St - end)	West	Rangiora	-	\$ 40,000	-	-
Holcroft Crt (Seddon St- End)	Both	Rangiora	-	\$ 40,000	-	-
Courtenay Dr (Stone St - Williams St)	North	Kaiapoi	-	\$ 30,000	-	-
Burt St (Albert - Ashley)	Both	Rangiora	-	\$ 35,000	-	-
White St (Seddon St - Kingsbury Ave)	West	Rangiora	-	\$ 75,000	-	-
Upper Sefton Rd (no. 537- Railway St)	North	Sefton	-	\$ 35,000	-	-
Thorne Pl (Ivory St - end) - with kerb & channel	South	Rangiora	-	\$ 15,000	-	-
White St (Johns to Palmers) - with kerb & channel	East	Rangiora	-	\$ 20,000	-	-
Otaki St (Ohoka Rd to Broom St / no. 21) - with kerb & channel	West	Kaiapoi	-	-	\$ 40,000	-
Johns Rd (Green St - Bush St) - with kerb & channel	South	Rangiora	-	-	\$ 45,000	-
Johns Rd (Bush St - King St) - with kerb and channel	South	Rangiora	-	-	\$ 30,000	-
Blackett St (Ashley St to Railway)	North	Rangiora	-	-	\$ 20,000	-
Hewitts Rd (Appleton Pl - No. 27/29)	South	Woodend	-	-	\$ 50,000	-
Hewitts Rd (Woodglenn Dr - Appleton Pl)	South	Woodend	-	-	\$ 30,000	-
Fuller St (Peraki St - No. 65)	South	Kaiapoi	-	-	\$ 50,000	-
Buckleys Rd (45-63)	West	Rangiora	-	-	\$ 20,000	-
Denchs Rd (Southbrook Rd - New Life School) (Opp. Marshall Rd) - with kerb & channel	North	Rangiora	-	-	\$ 25,000	-

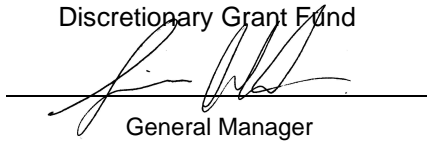
			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Edward St, No. 14 - Wales St	East	Rangiora	-	-	-	\$ 15,000
Bush St (Charles St - Watson Pl) - with kerb & channel	West	Rangiora	-	-	-	\$ 30,000
Bush St (South Belt - no. 29 - Kindergarten) - with kerb & channel	West	Rangiora	-	-	-	\$ 60,000
To be Allocated			\$ 6,061	\$ 63,061	\$ 260,061	\$ 465,061
Value of Work Programmed			\$ 604,000	\$ 547,000	\$ 350,000	\$ 145,000
Total Available Budget (including fees)			\$ 610,061	\$ 610,061	\$ 610,061	\$ 610,061

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Minor Improvement Projects						
<u>Lighting</u>						
Oxford Lighting Deficiencies		Oxford	\$ 40,000	-	-	-
Oxford Lighting Deficiencies (includes carry-over from 2023/24)		Oxford	\$ 20,000	-	-	-
High Street Pedestrian Crossing Lighting		Rangiora	-	\$ 30,000	-	-
Easterbrook / Fernside Rd		Fernside	-	-	\$ 25,000	-
Harewood Rd / South Eyre Road		Oxford	-	-	-	\$ 25,000
Other Lighting Projects (TBC)		Oxford	-	-	-	-
<u>Intersection Improvements</u>						
Harleston Rd / Broad Rd Intersection		Sefton	\$ 50,000	-	-	-
South Eyre Rd / Browns Rd		Swannanoa	\$ 40,000	-	-	-
Tram Rd / Earlys Rd Splitter Island		West Eyreton	\$ 40,000	-	-	-
Swamp / Hodgsons / Stonyflat		Loburn	-	\$ 50,000	-	-
North Eyre Rd / Logan Road		Mandeville	-	\$ 50,000	-	-
Birch Hill Road / Bald Hills Road		Okuku	-	-	\$ 50,000	-
Easterbrook Rd / Fernside Rd		Fernside	-	-	\$ 50,000	-
Ashley Road / Summer Hill Road		Cust	-	-	-	\$ 50,000
Ashley Gorge Road / Glentui Bush		Glentui	-	-	-	\$ 50,000
Budget to be Allocated			-	\$ 30,000	\$ 30,000	\$ 30,000
<u>School Safety Project</u>						
Kaiapoi North School (includes carry-over from 2023/24)		Kaiapoi	\$ 90,000	-	-	-
Rangiora High School		Rangiora	\$ 50,000	-	-	-
Clarkville School (Carry Over)		Clarkville	\$ 40,000	-	-	-
Pegasus School (Solander Road)		Pegasus	-	-	\$ 40,000	-
Other School Projects (TBC)			-	\$ 25,000	\$ 20,000	\$ 50,000
<u>Speed Treatments</u>						
Cosgrove Street Traffic Calming		Kaiapoi	\$ 25,000	-		-
Oxford Speed Thresholds		Oxford	-	\$ 40,000	\$ 40,000	-
Other Speed Projects TBC			-	-	-	-
<u>Minor Works</u>						
Milton Ave Entrance to Rangiora - Speed Treatment		Rangiora	\$ 30,000	-	-	-
Speed Indicator Signage - Ground Sockets		Various	\$ 10,000	-	-	-
Ashley Street footpath outside cemetery		Rangiora	-	\$ 20,000	-	
Sovereign Palms & Arlington - Roundabout Signage		Kaiapoi	-	-	-	\$ 25,000
Ford Signage		Various	\$ 15,000	\$ 20,000	\$ 20,000	-
Blacket St Median		Rangiora	-	-	-	\$ 30,000
Other Minor Works			\$ 10,000	-	\$ 20,000	\$ 50,000

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<u>Walking and Cycling Projects</u>						
East Belt Footpath (Grey View Pl to Kippenberger)		Rangiora	\$ 35,000	-	-	
Rangiora Roundabouts Pedestrian Improvements		Rangiora	\$ 40,000	\$ 20,000	\$ 20,000	-
King Street Pedestrian Cut-downs (at George St)		Rangiora	\$ 15,000	-	-	-
Pegasus Bay Cycle Trail - On Road Connections Signage		Various	\$ 10,000	-	-	-
Rangiora Town Centre Pedestrian Crossings		Rangiora	\$ 20,000	-	\$ 20,000	-
South Belt Pedestrian Refuge		Rangiora	\$ 25,000	-	-	-
South Belt - Ped Refuge (Btwn Southbrook / King St)		Rangiora	-	\$ 20,000	-	-
Woodend Footpath Improvements (widening)		Woodend	-	\$ 40,000	-	-
Pegasus Footpath Connections		Pegasus	-	\$ 30,000	-	-
Southbook Cycle Lane Safety Improvements - Delineation		Rangiora	-	-	\$ 20,000	-
Peraki St / Carew St Ped Cutdowns		Kaiapoi	-	-	\$ 15,000	-
Pegasus Cycle Lanes at roundabouts		Pegasus	-	-	\$ 20,000	\$ 50,000
Sneyd / Cosgrove St Ped Cutdowns		Kaiapoi	-	-	-	\$ 15,000
Other Walking & Cycling Projects			-	-	-	\$ 50,000
<u>Roadside Hazard Removal</u>						
Dixons Rd - Guardrail (RP1125) - includes carry over from 2023/24		Loburn	\$ 290,000	\$ 200,000	-	-
Dixons Rd - Bridge 2802 (RP2540)		Loburn	-	-	\$ 200,000	-
Upper Sefton Rd- Remove Concrete Headwall (RP9490)		Sefton Rural	-	-	-	\$ 200,000
<u>High Risk Intersection treatments</u>						
Oxford Road - Mertons Road - Plasketts Road			\$ 20,000			
South Eyre Road / Poyntz Road			\$ 20,000			
South Eyre Road / Two Chain			\$ 20,000			
Tram Road / No. 10 Road			\$ 20,000			
Tram Road / South Eyre Rd / Giles Road			\$ 40,000			
Depot Road / Woodstock Road			\$ 20,000			
Mill Road / Ashworths Road			\$ 20,000			
Two Chain Road / Swannanoa Road / Boundary Road / Main Drain Road			\$ 20,000			
Tram Road / Earlys Road			\$ 20,000			
To be allocated				\$ 200,000	\$ 180,000	\$ 180,000
<u>Cattle Underpass</u>						
Underpasses to be allocated			-	-	-	-
Budget to be Allocated			\$ 6,728	-	\$ 5,000	\$ 15,000
Value of Work Programmed			\$ 1,095,000	\$ 775,000	\$ 770,000	\$ 805,000
Approved Annual Budget			\$ 1,101,728	\$ 775,000	\$ 775,000	\$ 820,000

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
New Footpaths						
Lees Road (Williams St to west of Bayliss Dr)		Kaiapoi	\$ 135,000	-	-	-
East Belt (north of Wales to Coldstream)		Rangiora	\$ 155,000	-	-	-
Chinnerys Road (Reserve east entrance – Woodglen Dr) – west side		Woodend	-	-	\$ 70,000	-
Redwood Place (Start to end)		Oxford	-	-	\$ 30,000	-
Ranfurly Street (Dale St to Cridland St) – east side		Kaiapoi	-	-	-	\$ 60,000
Matai Place (Start to end)		Oxford	-	-	-	\$ 40,000
Knight Street (Start to end)		Oxford	-	-	-	-
Woodfield Place (Start to end)		Woodend	-	-	-	-
Church Street - Past Anglican Church		Rangiora	-	-	-	-
To be allocated			\$ 54,800	-	-	-
Value of Work Programmed			\$ 290,000	-	\$ 100,000	\$ 100,000
Total Available Budget (including fees)			<u>\$ 344,800</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
* 2024/25 footpath programme has been approved by Council						

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Bus Shelter Programme						
Pegasus Main St near Motu - Real Time Display		Pegasus	\$ 15,000	-	-	
Northern Park and Ride (River Rd) - Real Time Display		Rangiora	\$ 15,000	-	-	
Kaiapoi Central Park and Ride - Real Time Display		Kaiapoi	\$ 15,000	-	-	
South Blt near Bush St - Real Time Display		Rangiora	\$ 15,000	-	-	
Kaiapoi South Park & Ride - Real Time Display		Kaiapoi	\$ 15,000	-	-	
Ohoka Rd (Kaiapoi High School) - north		Kaiapoi	\$ 20,000	-	-	
Ohoka Rd (Kaiapoi High School) - south		Kaiapoi	\$ 20,000	-	-	
Bush St (near Watson Pl)		Rangiora	-	\$ 20,000	-	
Main North Rd (near Hewitts Rd)		Kaiapoi	-	\$ 20,000	-	
Williams St (near Davies St)		Kaiapoi	-	\$ 20,000	-	
Main North Rd (near School Rd)		Woodend	-	\$ 20,000	-	
Pegasus Blvd near Pegasus Main St - Real Time Display		Pegasus	-	\$ 15,000	-	
West Belt at BUPA Retirement Home		Rangiora	-	\$ 20,000	-	-
Island Rd (near Barnard St)		Kaiapoi		\$ 20,000	-	
King St (near Seddon St)		Rangiora		\$ 20,000	-	
Pegasus Blvd near SH1		Pegasus		\$ 20,000	-	
Kaiapoi (opposite McDonalds) - Real Time Display		Kaiapoi			\$ 15,000	
Southbrook Rd (near Coronation St)		Rangiora	-	-	\$ 15,000	-
Williams St near Coups - east		Kaiapoi			\$ 20,000	-
Williams St near Ohoka Rd - east		Kaiapoi			\$ 20,000	-
Main North Rd near Holland Dr (east)		Kaiapoi			\$ 20,000	-
High St near King St (north)		Rangiora			\$ 20,000	-
Pegasus Blvd (north) - near infinity		Pegasus			\$ 20,000	-
Main North Road (near Williams Street) - 42260		Kaiapoi			\$ 20,000	
Main North Rd near Holland Dr (east)		Kaiapoi			\$ 20,000	
Adderly Tce near Sneyd St		Kaiapoi			\$ 20,000	-
Ashley St near Coldstream Rd (west)		Rangiora	-	-		\$ 20,000
Ashley St near River Rd (west)		Rangiora				\$ 20,000
Main North Rd (north of Woodend Rd (west)		Woodend				\$ 20,000
Main North Road (near Williams Street) - 42241		Kaiapoi				\$ 20,000
To be allocated			\$ 10,000	\$ 25,000	\$ 10,000	\$ 45,000
Value of Work Programmed			\$ 115,000	\$ 175,000	\$ 190,000	\$ 80,000
Approved Annual Budget (including fees)			<u>\$ 125,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 125,000</u>

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 240417060688**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 8 July 2024**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Woodend-Sefton Community Board's 2024/25 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 applications for funding received from:

Name of Organisation	Purpose	Amount requested
Woodend Spring Flower Show	Towards the cost of hall hire, insurance and printing costs	\$1,000
North Canterbury Pony Club	Towards the cost of St John's ambulance services	\$500
The Hope Community Trust	Towards a projector and screen	\$705
Total:		\$2,205

Attachments:

- i. Application from the Woodend Spring Flower Show (Trim Ref: 240326048255).
- ii. Application from the North Canterbury Pony Club (Trim Ref: 240501068826).
- iii. Application from the Hope Community Trust (Trim Ref: 240515078163).
- iv. Spreadsheet showing previous two years' grants.
- v. Board funding criteria 2022/254 (Trim Ref: 210603089821).

2 RECOMMENDATION**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240417060688.
- (b) **Approves** a grant of \$..... to the Woodend Spring Flower Show towards the hall hire, insurance and printing.
OR
- (c) **Declines** the application from the Woodend Spring Flower Show.
- (d) **Approves** a grant of \$..... to the North Canterbury Pony Club towards the cost of St John's Ambulance services.
OR
- (e) **Declines** the application from the North Canterbury Pony Club.

- (f) **Approves** a grant of \$..... to the Hope Community Trust towards the cost of a projector and screen for their new premises.

OR

- (g) **Declines** the application from the Hope Community Trust.

3 **BACKGROUND**

- 3.1 The **Woodend Spring Flower Show** seeks funding for hall hire and insurance costs.
- 3.2 The **North Canterbury Pony Club** seeks funding for on-site first aid services at the Springston Trophy event in 2024.
- 3.3 The **Hope Community Trust** is seeking funding for a projector and screen for its new premises.
- 3.4 The current balance of the Woodend-Sefton Community Board's Discretionary Grant Fund for 2024/25 is \$6,830.

4 **ISSUES AND OPTIONS**

Woodend Spring Flower Show (the Show)

4.1 Information provided by the show:

- 4.1.1 The Show started in 1932 with a group of farmers' wives wanting to showcase their flowers and produce. Surviving the war and the Great Depression, the show continues the tradition of highlighting beautiful spring flowers in North Canterbury. In 2015, the show was combined with the National Daffodil Society to bring the show to Woodend.
- 4.1.2 The show is held annually, and community members can enter competitions in various categories, including flowers, vegetables, handicrafts, and baking, to showcase their talents. There is also a daffodil display by the New Zealand Daffodil Society.
- 4.1.3 Between 300 and 600 people from all over the Waimakariri District are expected to attend the show, with approximately 28% from the Woodend-Sefton area. The show is run by a Committee of volunteers from the Woodend Garden Club and Pegasus/Woodend Lions. It offers opportunities for social interaction and attracts visitors from other areas, thereby promoting the district and supporting economic growth.
- 4.1.4 The expected cost of the event is approximately \$4,675, and the show has requested \$1,000. If this application is unsuccessful, the event will still occur. However, reallocating funding will be required and may impact the quality of the event. Funding has been sought to run a children's craft day before the show, allowing children to enter their crafts.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a community-based group associated with the Woodend Garden Club and the Woodend/Pegasus Lions.
- 4.2.2 The show has indicated that some grant funding will be used to hire the Woodend Community Centre. However, it is recommended that the Board not allocate grant funding toward hiring Council-owned facilities, as community groups and organisations can apply to the Council for fee waivers.

- 4.2.3 Grants are generally limited to \$750, with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. The Board can consider granting more than \$750 in exceptional circumstances, provided detailed reasons for exceeding the present limit.
- 4.2.4 This is the first application for Board funding received for the Woodend Spring Flower Show.

North Canterbury Pony Club (the Club)

4.3 Information provided by the Club:

- 4.3.1 The Club is made up of affiliated pony clubs in North Canterbury, namely the Belfast Pony Club, Eyreton Pony Club, Kaiapoi Pony Club, Okuku Pony Club, Oxford Pony Club, Rangiora Pony Club and View Hill Pony Club. The Club will host the prestigious Springston Trophy in October 2024 at the Rangiora Showgrounds, home to the Rangiora Pony Club. The Springston Trophy is the largest three-day Pony Club event in the Southern Hemisphere and will host teams from all over the South Island.
- 4.3.2 The event is anticipated to attract more than 1,000 people, of whom approximately 15% are expected to be from the Woodend-Sefton area. However, this event will also attract teams and supporters from across the South Island, bringing many visitors to the district.
- 4.3.3 The Club is requesting funding to provide an on-site staffed St Johns ambulance, a health and safety requirement for the Springston Trophy. The on-site ambulance will benefit riders and spectators and give all who attend peace of mind and confidence that accidents will be speedily and competently dealt with. The event is open to all and attracts competitors from across Canterbury.
- 4.3.4 Hosting the Springston Trophy is anticipated to cost more than \$90,000, and most of the funds have been raised by volunteers over many hours of dedicated work. However, the Club also applied to the Kiwi Gaming Trust (\$10,000) and TAB Trust (\$20,000) for funding, which will be used to construct a new course. The event will proceed if this application is unsuccessful, and the Club will continue to seek funding to assist with hosting the event. The total cost of providing St Johns Ambulance for three days is \$4,837.

4.4 Council Evaluation:

- 4.4.1 This is the first time the Club has applied to the Woodend-Sefton Community Board for funding. However, the Club has successfully applied to the following other Community Boards for funding:

Date	Community Board	Project	Funding
July 2023	Rangiora-Ashley Community Board	Towards new jumps for the Springston Trophy	\$1,000
December 2023	Kaiapoi-Tuahiwi Community Board	Towards providing a staffed St Johns ambulance, the Springston Trophy	\$750
April 2024	Oxford-Ohoka Community Board	Towards providing a staffed St Johns ambulance, the Springston Trophy	\$500

- 4.4.2 Although the application generally complies with the Board's Discretionary Grant Application Criteria, grants are usually limited to \$750, with a maximum of \$1,000 in any financial year. A group can apply twice a year, provided it is for different projects. The Club have circumvented this Grant Criteria by applying to various Community Boards for the same project during the 2023/24 financial year.

- 4.4.4 An Accountability Form was received for the Rangiora-Ashley Community Board grant for the new jumps. However, the Accountability Forms for the Kaiapoi-Tuahiwi and Oxford-Ohoka Community Boards grants are only expected after the event, as groups have 20 days after the event to submit the Forms, and the funding request is for the same event and use.

The Hope Community Trust Inc (The Trust)

4.5 Information presented by the Trust:

- 4.5.1 The Trust became a registered charity in 2012 and provides social services to those in need within the North Canterbury area. The Trust's service model is to provide wrap-around care to those in need rather than dealing with needs piecemeal.
- 4.5.2 The Trust has procured a building in Woodend to be used as a community hub, as it considers Woodend, Pegasus and Ravenswood as areas of growth and would like to reach out and establish its community welfare care in the area. The Trust sees this as an extension of its services in Rangiora. The proposed community hub will bring people together to support each other and help those in need. It will also provide a space for different community groups to use for meetings. The Trust seeks funding for a projector and screen at its new community hub.
- 4.5.3 Various community sectors are anticipated to benefit from having a projector and screen available at the community hub. This will also allow the Trust to extend its services and reach a larger number of people, especially members of the community who are unable to access transport to go to Rangiora for community events.
- 4.5.4 If this application is unsuccessful, the Trust would need to source other funding to purchase the projector and screen, which could delay its ability to offer these services.

4.6 Council Evaluation:

- 4.6.1 The application complies with the Board's Discretionary Grant Application Criteria, as Trust is a non-profit community-based group.
- 4.6.2 This is the first time the Trust has applied to the Woodend-Sefton Community Board for funding. However, over the last five years, the Trust successfully applied to the Rangiora-Ashley Community Board for follows:

Date	Project	Amount
March 2021	Towards purchasing a lawn mower	\$500
August 2023	Towards hosting a two-day cooking class	\$234
March 2024	Towards two-way radios	\$183
Total		\$917

- 4.6.3 Accountability Forms have been received for the funding granted in March 2021 and August 2023. However, as the Accountability Form for the March 2024 grant is still outstanding, groups have 20 days after the event/project to submit the forms, and the funding request is for the same event and use.
- 4.7 The Board's Discretionary Grant Fund balance for the 2024/25 financial year is \$6,830. If the applications are granted, there will be \$4,625 available for allocation during the remainder of the financial year.
- 4.8 The Board may approve or decline grants as per the grant guidelines.

4.9 **Implications for Community Wellbeing:**

There are social and cultural implications, as community events provide an opportunity for social interaction and build a sense of community. Participating in community events assists in reducing feelings of isolation and encourages social mixing.

4.7 The Management Team has reviewed this report.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

No other groups and organisations are 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 be affected by, or interested in this report's subject matter, as community events provide an opportunity for social interaction and community building. Also, businesses in the Waimakariri District would economically benefit from the successful hosting of events such as the Woodend Spring Flower Show and the Springston Trophy.

6 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$6,830 for the Woodend-Sefton Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$6,830. If all the applications are granted, the Board will only have \$4,625 left for the remaining eleven months of the financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board-resolved values.

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 the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

All health and safety-related issues will be the responsibility of the groups or organizations that have applied for 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 2023/2024

Name of group: Woodend Spring Flower Show (non profit)

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Treasurer

Contact phone number: [REDACTED]

Email: [REDACTED]

WAIMAKARIRI
DISTRICT COUNCILAPPROVED
26 MAR 2024

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

The Show is for the community and others to enter competitions in a variety of sections of Floral, Vegetables, Flowers, Handcraft, and Baking. There is also a Display of daffodils by members of the NZ. Daffodil Society. The grant would be put towards the hire of the woodend Community Centre, The Insurance to cover the show and the printing of the schedule that the competitors use to enter in the show. These are free.

What is the timeframe of the project/event date? 2nd October - 5th October 2024.Overall cost of project: 4674.80Amount requested: 1,000.00How many people will directly benefit from this project? 300 - 600.

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

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

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

Oxford-Ohoka 15 % Rangiora-Ashley 28 % Woodend-Sefton 28 % Kaiapoi-Tuahiwi 28 %Other (please specify): Also people come from Christchurch and AshburtonIf this application is declined, will this event/project still occur? ☒ Yes ☐ No

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

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

Free Competition in all classes to enter. Able to see all the different types of Daffodils plus lots of other types of Floral and Flowers

What is the benefit(s) to your organisation?

50

The show is run by a committee of volunteers from the members of the Woodend Garden Club and Pegasus/Woodend Lions

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

This show has ~~been~~ been running for the past 90 years. Participation of the North Canterbury Community which brings people together.

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 to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

Apply for Grant to run the children's craft day before the show. The children can then enter their crafts into the show.

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:

N/A

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

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

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

Signed: _____

Date: 26-3-2024



WOODEND SPRING FLOWER SHOW

Statement of Financial Performance for the year ended 31 December 2023

	<u>2023</u>	<u>2022</u>
	\$	\$
INCOME		
Advertising/sponsors	865.00	1370.00
Donations	250.00	500.00
Raffle	1389.50	1314.10
Grant	400.00	400.00
Interest	98.18	0.19
Stall Sites	310.00	180.00
Sales	10.00	22.00
Craft Day	98.00	0.00
Show Entry	855.90	920.00
Devonshire Teas	<u>486.90</u>	<u>593.00</u>
TOTAL INCOME:	<u>4762.58</u>	<u>5299.29</u>
EXPENSES		
✕ Advertising/Printing	1156.93	296.95
✕ Insurance	345.00	345.00
✕ Venue Hire	477.24	458.60
Prizes & Judges Gifts	1210.73	1925.50
Raffle	200.00	150.00
Craft Day	177.82	0.00
Devonshire Teas & Lunches	652.21	208.20
Engraving & Trophies	378.50	170.00
Stationery	32.18	124.90
Secretary's Expenses	0.00	271.29
RWT	<u>44.19</u>	<u>0.00</u>
TOTAL EXPENSES:	<u>4674.80</u>	<u>3950.44</u>
Surplus	87.78	1348.85

Please note that any made is used to run the show on the following year
P. J. Blease

Groups applying for Board Discretionary Grants ⁵² 2023/2024

Name of group: North Canterbury Ppony Club

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Funding

Contact phone number: [REDACTED]

Email: [REDACTED]

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

North Canterbury consists of seven branches , Belfast, Eyreton, Kaiapoi, Okuku, Oxford, Rangiora and View Hill. Together with Amberley Pony Club we will be hosting Springston Trophy in October 2024 at Rangiora Showgrounds . It will be in its 52nd year in 2024 and is the largest pony club event in the Southern Hemisphere, attracting teams from all over the South Island. North Canterbury Pony Club is excited to host the event and showcase North Canterbury to all that attend the event. Under NZPCA rules for health and safety we require an Ambulance to be onsite during the event. This costs in excess of \$4000 and we are seeking funding for this cost.

What is the timeframe of the project/event date? 4- 6 October 2024

Overall cost of project: 90000

Amount requested: 500

How many people will directly benefit from this project? 250

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

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

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

Oxford-Ohoka 15 % Rangiora-Ashley 20 % Woodend-Sefton 15 % Kaiapoi-Tuahiwi 10 %

Other (please specify): South Island 40%

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

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

Organisation will need to find funds from else where as we do not have an income .

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

First Aid / Paramedic on site if required not only for competitors but spectators as well

What is the benefit(s) to your organisation?

53

We comply with H& S regulations . Have medical care on site during the competition

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

The event is free to all to attend and we expect to see people form all parts of Canerbury/ North Canterbury attending

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 to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

Kiwi Gaming, Aotearoa Trust, YouthtownTrust , Sponsorships Raffles, Donations , volunteer work by members of the club

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:

Rangiora/Ashley
Kaiapoi/Tuahwi
Ohoka/Oxford

Enclosed ☒ Relevant financial information such as a balance sheet or income and expenditure statement
(*compulsory – your application cannot be processed without financial statements*)

☒ Supporting costs/quotes

☒ Other supporting information

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

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

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

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

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

Signed: HM Christensen

Date: 25/4/24



QUOTE

North Canterbury Pony Club
Attention: Linda Bradley
343 Barkers Road
Loburn RD 2
Rangiora
NEW ZEALAND

Date
4 Oct 2023

Quote Number
QU-4926

Reference
03-QU4926

GST Number
064 825 259

Pro + Med (NZ) Limited
PO Box 46181
Temuka 7948
NEW ZEALAND
accounts@promed.ac.nz
Phone 03 971 5276

Springston Trophy 2024

Contact Person:
Jodi Skidmore - 03 339 3725

1 x Paramedic
1 x Emergency Medical Technician
1 x Ambulance

4th October 2024
09:00am - 16:00pm

5th October 2024
09:00am - 15:00pm

6th October 2024
09:00am - 14:00pm

Description	Quantity	Unit Price	Amount NZD
Paramedic 4th October 2024 09:00am - 16:00pm	7.00	97.00	679.00
Emergency Medical Technician 4th October 2024 09:00am - 16:00pm	7.00	77.00	539.00
Paramedic 5th October 2024 09:00am - 15:00pm	6.00	97.00	582.00
Emergency Medical Technician 5th October 2024 09:00am - 15:00pm	6.00	77.00	462.00
Paramedic 6th October 2024 09:00am - 14:00pm	5.00	97.00	485.00

Description	Quantity	Unit Price	Amount NZD
Emergency Medical Technician 6th October 2024 09:00am - 14:00pm	5.00	77.00	385.00
Hire Ambulance - Full Day Charge	3.00	217.00	651.00
Travel Rolleston to Rangiora 112kms	336.00	1.26	423.36
Travelling fee for Medics - This is only charged if no local medic is available within the region to cover your event. \$500.00 per person if required.	1.00	0.00	0.00
Accommodation for medics who need to travel for the event - This is only charged if no local medic is available within the region to cover your event. \$170.00 designated for accommodation, \$50.00 for meals - charged per day. This fee is per one medic per day			
You will be advised by our team 4 weeks prior the event whether we require to use travel and accommodation costs.			
You will receive an update within the 30 days of accepting this quote whether we are likely to cover it with a local team or not.			
Subtotal			4,206.36
TOTAL GST 15%			630.95
TOTAL NZD			4,837.31

Terms

- *Quotes are valid for 7 Days unless otherwise agreed - Please accept via written reply.
 - *Quotes sent to our customers are not a contract of engagement.
 - *Completed Event Registrations are required to confirm Event Medical Services.
 - * Invoices may include additional fees for consumables, travel, etc as per our T&Cs
- This Quote has been based of information deemed correct at time of producing. Any significant changes to your requirements may result in additional costs being added.



**Hosted by North Canterbury Pony Club
Springston Trophy Rangiora Pony Club
Dates 4-6 October 2024**



What is Springston Trophy

NORTH CANTERBURY SPRINGSTON TROPHY 2024 (HOSTED AT THE RANGIORA SHOW GROUNDS)

In October 2024 Springston Trophy will be holding its annual South Island Pony Club Teams event for the 52nd time at the Rangiora Showground, hosted by the North Canterbury Pony Club.

Springston Trophy is the largest pony club level three-day eventing competition in not only the South Island but the Southern Hemisphere which invites pony clubs from Picton to Invercargill to enter teams of 6 riders aging from 25 to as young as 6 to compete in dressage, cross country and show jumping with the intention of crowning the best eventing South Island based pony club each year. It is rich with history, having started in 1972 hosted by Springston Pony Club with only 15 teams entered and the inaugural competition taken out by the Gore Pony Club team. Since then the competition has traversed the South Island being held every year with the exception of 2020 where it was cancelled for the first time ever due to COVID-19 with an average of 30-40 teams entering every year.

Each time a club puts their hand up to host Springston Trophy it is a monumental undertaking which takes a mammoth amount of organisation. The driver for a lot of these pony clubs to take on such a huge task is the ability to not only give back to the pony clubs from around the South Island and continue the tradition of the competition but also to involve their local communities which benefit from the influx of riders to their area with the

latest Springston Trophy held in 2022 bringing 31 teams to Mcleans Island to compete for the coveted eventing title. The other major factor comes in the form of a brand new cross-country course which will last the hosting pony club for years to come and encourage many riders from all corners of the south island to come and compete at future competitions as well as train during the season.

The last time Springston Trophy was held at the Rangiora Showgrounds was in 2008 when North Canterbury last hosted and organised the competition. This brought about a fantastic competition which saw 36 teams converge on the showgrounds new Sally Wigley designed cross country course and was a hotly contested event which in the end saw the title taken home by the home team of Rangiora Pony Club. Fast forward 16 years and the competition once again returns to Rangiora to be hosted by North Canterbury Pony Club with one of New Zealand's best young course designers, Cam Robertson, already hard at work designing and constructing a brand new modern and future proof course which will serve the fantastic showgrounds for many years to come.

Cam's vision sees a course not only designed for the titular competition but also to bring New Zealand's highest level of competition to the area by designing and constructing a course which can be used for ESNZ competitions seeing some of the greatest eventing horses and riders come from all over the country to compete. Cam himself having attended two North Canterbury Pony Clubs, Rangiora and Eyreton, understands the meaning and historical value of this competition and hopes to provide a cross country course which will be enjoyed and will test riders from all walks of life for years to come.

The excitement is uncontainable from the committee, and they look forward to not only producing a competition that will be remembered for years to come, but also one which will unite the community and give everyone the opportunity to support and invest their interest in the true grassroots of equestrian sports in New Zealand.



Venue 2024:

Rangiora

The venue has amazing facilities to host this event including:



Yarding

Purpose Built Sand Dressage Arena

Oval for Show jumping complete with grandstand for spectators

Cross Country Course designed by Cam Robertson.

2 blocks of toilets/showers for campers



These grounds are truly community grounds, used by the A&P Association, Rangiora Pony Club, RDA North Canterbury, Polo and various Equestrian groups for both training and competition. Its attraction is the space and proximity to Rangiora which allows people staying at the venue access to Rangiora township with shops and food outlets minutes away. The addition of a new cross-country course will enhance the facilities available and attract more equestrians to the area, thus providing benefits to the local community.

North Canterbury is made up of the following branches :

Belfast
 Eyreton
 Kaiapoi
 Okuku
 Oxford
 Rangiora
 View Hill

We are very fortunate to have Amberley Pony Club joining forces with the NC Clubs to run this event.

Spectators:

Upwards of 800 people - riders, their management and support teams, judges, officials, volunteers and spectators from throughout the South Island will attend this premier event over the 3 days of competition.

Professional Involvement:

- Dressage Chief Judge plus 2 other Judges for each class. Dressage Ground Jury, Writers, Announcers, Ambulance Units and Staff.
- Cross Country Technical Delegates, Course Designers and builders, Stewards, Chief XC Judge, Assistant XC Judge, Fences Judges, Ground Jury, Announcers, Ambulance Units and Staff.

- Show Jumping Course Designer and builders, Judges, Writers, Time-Keepers, Announcers, Ambulance Units and Staff.
- Appeal Committee
- On site/on call vet
- On call farrier

Benefits for Canterbury:

With the large number of people converging on Rangiora for this event, the region will benefit through:

- Accommodation
- Restaurants
- Retail
- Leisure activities and tourism

Funding the Event

The driver for a lot of these pony clubs to take on such a huge task is the ability to not only give back to the pony clubs from around the South Island and continue the tradition of the competition but also to involve their local communities which benefit from the influx of riders to their area. The other major factor comes in the form of a brand-new cross-country course which will last the hosting pony club for years to come and encourage many riders from all corners of the South Island to come and compete at future competitions as well as train during the season.

Running such a large event is costly and we are seeking funding to be able to run the event and keep entry fee costs down for clubs so clubs from all over the South Island will be able to compete.





North Canterbury Pony Club appreciates you taking the time to consider this premier event. We are committed to working to make this event successful for everyone and to helping our young riders pursue their dreams.

2024 Organising Committee

If you have any questions regarding this proposal please contact:

Springston Trophy Secretary 2024:

Jodi Skidmore: 027-2266550 or email us on jodis@orbit.co.nz

Funding

Helen Christensen : 027733 6569 email helench42@gmail.com

THANK YOU!!!



Quotation for event cover

Customer no: C102227 Quotation no: Q265287 Dated: 10/10/2023

Jodi Skidmore
Rangiora Pony Club
c/- 343 Barkers rd
Loburn
Rangiora

St John
Private Bag 14902
Panmure
Auckland 1741
New Zealand
Telephone 0800 4 EVENTS
GST Number 10-686-539

Dear Jodi,

Thank you for contacting us about your event. Below is a summary of the event booking that is included in this quotation. This quotation is forwarded on the basis that the services will be provided in accordance with the terms set out in this quotation and subject to the Terms and Conditions attached and available at stjohn.org.nz/ehsterms. The following pages provide a detailed description of what resources have been requested for your event.

Important note: This quotation is valid for 10 working days from the day of issue and must be confirmed at least 40 working days prior to the event, otherwise we may not be able to organise cover for your event. Late notice bookings or last-minute changes may incur additional charges, and we may be unable to preconfirm our ability to attend in such cases. Please carefully check the dates, timings, venues, and resources listed and notify us as soon as possible if any details are incorrect.

Events included in this quotation

E287586 - Springston Trophy **\$1,662.50 (excl. GST)**

Friday, 4 October 2024
8:00 a.m. - 4:00 p.m.
Rangiora A & P Showgrounds , Ashley Street, Rangiora, NORTH CANTERBURY

E287587 - Springston Trophy **\$1,662.50 (excl. GST)**

Saturday, 5 October 2024
8:00 a.m. - 4:00 p.m.
Rangiora A & P Showgrounds , Ashley Street, Rangiora, NORTH CANTERBURY

E287588 - Springston Trophy **\$1,662.50 (excl. GST)**

Sunday, 6 October 2024
8:00 a.m. - 4:00 p.m.
Rangiora A & P Showgrounds , Ashley Street, Rangiora, NORTH CANTERBURY

Quotation acceptance

Please sign and email back to us.

Quotation No: 265287
Contact Person: Jodi Skidmore

As an authorised representative of Rangiora Pony Club I confirm that the terms set out in this quotation are correct and acknowledge that I have read and agree to the Terms and Conditions attached and available at stjohn.org.nz/ehsterms which will apply to the services contemplated by this quotation. I agree that we will pay the fees in accordance with the Terms and Conditions.

Signed

Date

--	--	--	--	--	--	--	--

Total

Total Exclusive of GST	\$4,987.50
GST Total	\$748.13
Amount to pay (including GST) for your event(s)	\$5,735.63

Terms and Conditions

Please read the Terms and Conditions available at stjohn.org.nz/ehsterms

Scope definition

In scope

- Health risk assessment pre-event
- Collaboration in development of H&S documentation as it relates to St John
- Provision of pre-hospital medical care to participants and spectators at event
- Electronic debrief of event.

Out of scope

- Completion of customer paperwork requiring personal health information
- Concussion Testing (Concussion screening is available as an additional extra, which may incur an additional cost)

Clinical qualifications

Details of our clinical qualifications and associated scope of practice is available at www.stjohn.org.nz/EHSqualifications. St John is externally audited against Ambulance Standard NZS 8156:2019. The Ambulance Standard requires medical event providers to operate with clinical personnel appropriate to the level of risk as identified in the event risk analysis and have a current delegated scope of practice or be registered. St John caution using the resource recommendations within this quotation when comparing other event medical providers due to the high number that do not adhere to S8156 standards or provide the same level of clinical skills/medications/interventions.

R M

Westpac



deposit

Rangiora
Cnr Ashley & High Streets, Rangiora, NZ

DEPOSIT	DATE		
	NOTES \$		
	COINS \$		
	CHEQUES AS PER BACK \$		
SUB TOTAL \$			
LESS CHARGES \$			

IF MORE THAN THREE CHEQUES RECORD DETAILS ON REVERSE

Westpac New Zealand Limited

DRAWER (I.E. CHEQUE ISSUED BY)	BANK	BRANCH

PAID IN BY: (PLEASE PRINT NAME)

PROCEEDS OF CHEQUES ETC. MAY
NOT BE AVAILABLE TILL CLEARED

CREDIT

NORTH CANTERBURY PONY CLUB

TOTAL

\$

--

030674: 008036900 50



11th May 2024

To Whom It May Concern,

The Hope Community Trust (HCT) provides a range of social services to the North Canterbury region, based in Rangiora. We aim to support the members of our community in a holistic way, covering their emotional, social and physical needs with as little cost as possible. Our care model is one of wrap-around care which recognises that a client's needs don't exist in a vacuum and that one solution does not fit all.

The Trust employs 5 staff, has 7 contract counsellors, 2 counselling interns and over 200 volunteers and collaborates with more than 25 local agencies. We provide the following services: Food support services- food bank, cooking classes, fruit and veggie co-op, Men's Breakfast, Community Kai and TOP UPS. HCT collaborates with a local camping ground with an initiative called Hands of Hope visiting twice a week with food to support the permanent residents. HCT has a professional counselling centre, op shop, community garden, craft group, financial mentoring, and drugs & alcohol support services.

The Hope Community Trust have procured a building in Woodend to use as a community hub. The Trust sees the Woodend/Pegasus/Ravenswood as an area of growth and wants to reach out and establish community welfare care in the area. We see it as an extension of the services the Trust provides currently in Rangiora. The space will be used to bring people from the community together to support each other and help those in need. We look to use the space for counselling, have drop-in mornings or afternoons where people can come and meet other people, receive food support, or have a cuppa and grab a book from the book exchange. One day a week we will offer a soup and bun lunch. We also see it as a space for parents to meet after dropping off their children at school or before pick up (we are in close proximity to Woodend School). It will also provide a space for other community groups to use it for meetings and get togethers. We are seeking funding for a projector and screen to use to hold movie afternoons for the community and enable other groups to use it for their meetings.

Thank you.

Kind Regards
Amy Pawson
Marketing & Communications Officer
The Hope Community Trust
marketing@hopecommunity.co.nz

(03) 928 3066
115 East Belt, Rangiora

support@hopecommunity.co.nz
P.O Box 417, Rangiora 7400

Groups applying for Board Discretionary Grants 2023/2024

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

What is the timeframe of the project/event date? _____

Overall cost of project: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

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

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

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

What is the benefit(s) to your organisation? 70

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

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

If yes, name of parent group: _____

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

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

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

If yes, please supply details:

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

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

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

Signed:  _____ Date: _____



19 March 2024

To Whom It May Concern

I am writing this as a letter of support for The Hope Community Trust. I am proud to advise they are an endorsed charity of the Catalytic Foundation.

Our endorsement programme recognises and acknowledges the commitment to quality and trustworthiness and acts as a recognition of the work the charity does in providing outstanding services within the community.

Checkbox for Endorsement:

1. Are a registered charity in New Zealand
2. Are made up of local community members
3. Are built upon addressing needs of that community
4. Has a good volunteer to staff ratio
5. Has good governance
6. Effectively measures and records the impact of community activities
7. Shows commitment to their goals and vision
8. Good financial managers
9. Assessed and recommended by a Catalytic Foundation Ambassador or staff member
10. Endorsement verified by the Catalytic Foundation Board of Trustees

The Hope Community Trust has met these obligations and we would like to support them in their applications for further financial support.

Please do not hesitate to contact me should you require a verbal reference.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Teresa Moore'.

Teresa Moore
CEO – Catalytic Foundation





Office of the Mayor

Waimakariri District Council

215 High Street, Private Bag 1005, Rangiora 7440, New Zealand

Phone 0800 965 468 | waimakariri.govt.nz

Our Reference: 230502061171

2 May 2023

To Whom It May Concern

I write in full support of this application by the Hope Community Trust for funding to continue their provision of social services to those who both seek their help, and are referred to them by other agencies.

With the Trust's commitment to offer a *wraparound care service and create a place of connection and community where every person can contribute and belong*, there will always be a need for what they provide. When there is little that the vulnerable can control in their lives, contact with and support from the Trust can make a significant difference to enabling them to live with self-respect, dignity and hope.

Their Counselling Centre aims to remove barriers to clients accessing help for a range of issues - building positive relationships, and male mental health being just two of those.

I applaud the Trust for always being innovative in the services it offers, for example creating social opportunities for people to connect in a safe environment while enjoying a good meal at the weekly 'Community Kai', allowing reciprocity where those supported are able to "give back" through participation in daily community garden activities and then enjoy a weekly BBQ in the garden.

I cannot speak too highly of the Hope Community Trust's staff, volunteers and Board members and commend them for their commitment to such essential work.

Thank you for your consideration of this funding application.

Yours faithfully

Dan Gordon
MAYOR



Tuesday 2nd May, 2023

To whom it may concern

Re: Hope Community Trust Food Bank

Southbrook School, Te Matauru Primary and Fernside School as well as many other North Canterbury Schools have had an association with the above service receiving food parcels for some of our parent community for the past several years.

During these hard economic times our children and parents have benefited from receiving these parcels during their hardship to give them a helping hand to put a meal on their table and food in their children's lunchboxes which we are hugely grateful for.

Without the help that we get from the Hope Community Trust Food Bank we would be struggling to find services that are so readily available to offer help like they do.

There hasn't been a time that we have been refused assistance whether it is large or small, our schools and families have been very appreciative of any help that has been received.

Without the service and the lovely ladies who we have contact with we would be at a great loss.

Please don't hesitate to contact me if you require any further information.

Yours sincerely

Gina Carluccio-Currie
027-373-1383
Learning Support Coordinator
Southbrook School



QUOTE

13/05/24 15:07:48 Rangiora

Phone No.: 0800 444 488 04:03:0031

S/Person.: 99809 Quote: 04031305240031

Salesperson : SHAUN T

= NZ Motor Caravan Association QUOTE=

The Hope Community Trust

111 East Belt

Rangiora

07400

Ph: (03) 928 3066

Mob: 022 629 6242

216310 EPSON CO-W01 PROJECTOR

1 @ \$ 749.00 15.0% \$ 749.00

Discount \$ -140.32

178106 TV DAMAGE PROTECTION 3Y

1 @ \$ 119.99 15.0% \$ 119.99

Total Quote

 ; -----
 : \$ 728.67
 : -----

PRICES INCLUDE G.S.T. AT RATE SHOWN

Quote valid until 19 May 2024



Thank you for shopping at Noel Leeming.

We are happy to exchange or credit (as a Gift Card) within 14 days of purchase if the product is unopened, in its original packaging and not on the Product Exclusion List. Please visit www.noelleeming.co.nz for details.

If the goods are faulty we will meet our obligations under the Consumer Guarantees Act to provide a solution. Please refer to our website (<https://www.noelleeming.co.nz/help/terms-and-conditions/consumer-guarantees-act.html>) for details.

Noel Leeming is committed to respecting your privacy. Our privacy policy explains in more detail how we handle your personal information. For more detail see our Privacy Policy at www.noelleeming.co.nz.



Amy Pawson

Pro Forma Invoice

Invoice Number: S0739026
Invoice Date: 15-May-2024
Payment Due Date: 15-May-2024

TSB Living Ltd - Auckland

Tax Number: 107710248

80 Springs Road
East Tamaki
Auckland, 2013
New Zealand

Shipping Address Amy Pawson (marketing@hopecommunity.co.nz) Mobile Number: 0226296242	Customer Reference: Order Date: 15-May-2024 Shipment Method: Collection Shipment Number: Payment Method: Cash
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All amounts are in NZD and include tax

Code	Description	Qty	Price	Tax	Total
PR963	Manual Screen 100" 16:9	1	99.00	15%	99.00
Sub Total					99.00
Includes GST (15%)					12.91
Grand Total					99.00

Banking details ASB Bank (Botany Branch) - TSB LIVING LIMITED - 12-3233-0640707-51

All products remain the property of TSB Living Ltd until full payment is received

All trades are subject to our terms and conditions available at <http://www.tsbliving.co.nz/pages/customer-care>

We stand behind all our products. All our products carry a 12 month warranty if not specially stated. We will fix or replace any faulty products. Refunds will be given, only if a replacement/fix is not available. To process warranty claims, we need to be notified in writing (email) along with photos/videos of the fault as evidence. A decision to Repair, Replace or refund the item will be made by TSB living within 1-2 working days. Warranty does not cover unauthorized repairs, incorrect assembly, misuse, abuse or use of a product for which it was not designed. Change of mind return. Products must be in a re-saleable condition (in original packaging). Refund will not include shipping cost. Please note for change of mind returns which are not in original packaging / returns that are not found to be faulty a 15% restocking fee will be applicable.

Thank you for trading with us! Please do let us know if we can assist further.

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Woodend-Sefton Community Board 10.138.100.2410			(2022/23) \$ 4,300 + Carry forward \$2,325 = \$6,625				\$6,625
	1-Jul	North Canterbury Federation of Women's Institute	Hire of hall and craft supplies	3.11.22	\$200.00	\$200.00	\$6,425
	11-Jul	Woodend School	Glentui Camp		\$500	Declined	\$ 6,425.00
	8-Aug	Woodend Fire Brigade	Towards safety signage for support vehicle	18.01.2023	As much as possible	715	5,710
	12-Dec	Sefton School	Towards replacing the pool heating system	21.03.23		\$500	\$5,210
	March	Relay for Life event	Costs of hosting	31/07/2023	\$250	\$500	\$ 4,710.00
	8-May	Woodend Netball Club	Uniforms	16/08/2023	\$500	\$500	\$4,210
	8-May	North Canterbury Adventure Club	Sporting Equipment		\$855	Declined	\$4,210
	8-May	Menzshed Pegasus Woodend Community Trust	tools and equipment	26.07.23	\$500	\$500	\$3,710
	8-May	Pegasus Residents Group Incorporated	towards hosting a Matariki Community Event	15-Apr-24	\$500	\$500	3,210.00
	12-Jun	Sefton Netball Club	Towards new uniforms		\$500	\$500	2,710.00

Woodend-Sefton Community Board 10.138.100.2410			(2023/24) \$ 4,400 + Carry forward \$2,710 = Returned funds \$500 =				\$7,610
	10-Jul	North Canterbury Federation of Womens Institute	Hall hire, advertising and tutor costs	9.01.2024	\$200.00	\$200.00	\$7,410
	10-Jul	Waikuku Beach Surf Life Saving Club	New Garage Door	Awaiting Building consent	\$4,500.00	\$750.00	\$6,660.00
	10-Jul	Waikuku Beach Indoor Market	shelving and display cases	returning funds	\$500	\$ 500.00	\$ 6,160.00
	14-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	This will only be sent once the vessel has been purchased	\$500	\$ 500.00	\$ 5,660.00
	14-Aug	Pegasus Bay Art Show	Towards printing costs	11-Oct-23	\$500	\$ 500.00	\$ 5,160.00
	14-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$500	\$ 278.84	\$4,881.16
	11-Sep	Woodend Volunteer Fire Brigade	Christmas Lights	10-Apr-24	\$500	\$ 500.00	\$4,381.16
	11-Sep	Woodend Playcxentre	Fencing	Only be sent once all funding has been raised.	\$5,000	\$ 500.00	\$3,881.16
	4-Dec	Sefton Cricket Club Junior Section	towards equipment for junior cricket teams	16-May-24	\$750	\$ 750.00	\$3,131.16
	4-Dec	Sefton School	Towards replacment of pool cover	23-Feb-24	\$750	\$ 750.00	\$2,381.16
	13-Feb	Pegasus Dragons	towards attending the National Dragon Boating Compition	2-Apr-24	\$750	\$ 500.00	\$1,881.16
	8-Apr	Woodend Community Association	Community Cultural and Hangi Day	21-May-24	\$1,000	\$1,000	\$881.16
	13-May	Pegasus Residents Group Inc	towards hosting Matariki Event		\$ 500.00	\$ 500.00	\$381

GOVERNANCE

Woodend-Sefton Community Board

Accountability Form for 2024/2025 Discretionary Grant Recipients

For funding provided during the period July 2024 – June 2025

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

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

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

_____	\$ _____
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below

Date: _____	Date: _____
First contact name: _____	Second contact: _____
Signature: _____	Signature: _____
Position: _____	Position: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Address: _____	Address: _____
_____	_____

Return to:

Governance Team

Waimakariri District Council

Private Bag 1005

Rangiora 7440

OR

IM@wmk.govt.nz

Our Ref: LTC-03-20-04/240216022707

28 June 2024

Shona Powell
Chairperson
Woodend-Sefton Community Board

A Prudent Plan that Enables Growth – Council's Long Term Plan

Thank you for making a submission to Council's Long-Term Plan 2024-2034 (LTP). We value receiving submissions from the community to inform our decision making.

This LTP has been particularly challenging for Council given the cost-of-living crisis currently being experienced by our community. We have had to weigh up balancing rates affordability while continuing to deliver the services and infrastructure that makes Waimakariri a great place to live – for residents now and in the future.

We received over 330 submissions to the LTP, with the majority being on the major issues we sought feedback on. The result of our deliberations on these major issues are:

(1) Funding flood resilience and improvements

Climate change exposes our District more severe weather and Waimakariri is particularly prone to flooding. As a result, the Council is establishing an Infrastructure Resilience Team as well as a Flood Recovery and Resilience Fund so when a problem arises with stormwater management we have money put aside to address this.

(2) Plans for Rangiora Eastern Link road and Skew Bridge

The community is keen to see the Rangiora Eastern Link road built. The Council will now lobby NZ Transport Agency (NZTA) to commit its share of the project. This, along with a replacement of Skew Bridge in West Kaiapoi, are our main priorities when advocating for funding from NZTA. These projects, if they receive co-funding from NZTA, would take place in the outer years of the LTP and help solve traffic congestion significantly.

We are also pleased central Government has committed to the Woodend Bypass – this is long overdue and essential as our community in Woodend, Ravenswood and Pegasus grow. The Council will also be strongly advocating for walking and cycling to be included with the Bypass.

(3) Building the right community facilities at the right time

Our community is growing rapidly and will have 30,000 new residents by 2050 with an estimated population of 100,000. The Council must plan for this future growth – this includes looking at how and when we build community, sporting, and aquatic facilities – so there are always plenty of places for leisure and recreation that enhance community wellbeing.

(4) An extension to the Trevor Inch Memorial Rangiora Library

The Council supported the extension of the current library in the outer years of the LTP. This is a great way of ensuring this key community facility continues to meet the needs of our community without over committing financially. We also want to investigate the possibility of including the museum in any future development. This outcome illustrates the balance the Council has been trying to make through this LTP.

(5) Plans to prioritise the natural environment

The Natural Environment Strategy was supported. This exciting strategy will result in more natural places to play, improved biological awareness, the development of more reserves, and a lot of planting. It will prioritise nature, connect people with the environment, improve knowledge about our biodiversity, and sustain and create resilient ecosystems.

The final rates increase following Council deliberations is 9.39%, which is 0.45% higher than we consulted on. This is primarily due to a larger increase in insurance costs than had been budgeted. While this increase is more than any of us would like to see, it is lower than the average 16% across Local Government.

Council will continue to explore all opportunities to maintain rates affordability as we look to balance the needs of the community in future. Our forecasts currently have rates increases of around 4% in future years, but of course are subject to market conditions at the time.

We are encouraged that overall our community has indicated that we're on the right track with our planning and we look forward to delivering great outcomes for the community.

If you made a submission outside of the engagement topics you will receive a follow up letter in the coming months addressing any specific points you made.

Until then, if you'd like to read a full copy of the Long Term Plan you can find these at the Rangiora, Kaiapoi and Oxford service centres and libraries and on the Waimakariri District Council website.

Once again, thank you for your interest and contribution to the development of our District. If you have any further questions or comments, please feel free to get in touch.

Yours sincerely



Dan Gordon
MAYOR

CHAIRPERSON'S REPORT – June 2024

CHAIR'S DAIRY		DISCUSSION POINTS
Date	Events attended	Community Feedback/Issues Raised
5 June	Representation review working party	Decision made to recommend to Council not to go ahead with review as the 2018 census population figures would be used which don't reflect population growth, particularly in Woodend, Ravenswood and Pegasus.
	Pegasus Community Centre Steering Group	One area of discussion was around the best way and the timing to give an update to the community which was felt was essential.
8 June	Planting morning – Kaitiritiri Ridge, Pegasus	Spent a couple of hours planting natives on the ridge with Te Kōhaka o Tūhaitara Trust rangers. Good opportunity to have a catch up with them
10 June	WSCB Board Meeting	Regular meeting held at Woodend
12 June	Ronel's Community Cuppa	Questions around the Northern Pegasus Bay Bylaw review.
	Northern Pegasus Bay Bylaw Review public meeting at Waikuku Beach	A lively meeting with many against the proposal to prohibit dogs along the beach and spit north of the Waikuku Beach carpark. Various suggestions included not to prohibit, prohibit only during nesting season, more signage, need for evidence of harm to birds from dogs. A few people seemed interested in getting involved in trapping predators at the Estuary.
13 June	Waimakariri Access Group (WAG)	Regular meeting. AGM will be on Thursday 8 th August in the upstairs function room at the Rangiora Town Hall. 10am morning tea followed by meeting at 10.30am. Speaker is Nick Stoneman, a disability advocate.
19 June	Chairs and Deputy Chairs meeting with Mayor	Good opportunity to catch up on issues around the District.
22 June	Volunteering at Pegasus Community Centre	Steady morning with the book cave popular. Quite a few questions about safety plans for SH1, Woodend Bypass, possibility of tolling and safety of pedestrians and cyclists at Pegasus/Ravenswood roundabout.

CHAIR'S STATEMENT
<ul style="list-style-type: none"> • Wrote Board column for July issue of The Woodpecker • Managing Board Facebook page
<p>Main issues raised by residents were:</p> <ul style="list-style-type: none"> • Northern Pegasus Bay Bylaw proposed change to extend the prohibited area for dogs to include the entirety of the spit from the estuarine area to the low tide mark north of the Waikuku northern car park. Some against, some in support. • Issues with SH1 which is the responsibility of NZTA - Waka Kotahi <ul style="list-style-type: none"> – number of accidents and the congestion, which can be heavy at various times during the day and particularly at commuting times and Friday and Sunday afternoons and long weekends – planned SH1 safety improvements and Woodend Bypass - will it go ahead, when and where? Will the Bypass be tolled? – ongoing concerns around safety for pedestrians and cyclists at Pegasus/Ravenswood roundabout • Pegasus Lake – the future • Pegasus Community Centre – what is happening?

Shona Powell

Woodend-Sefton Community Board

WOODEND-SEFTON COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE
For the month of June 2024

Member' Name: Brent Cairns

- Kaiapoi Promotions Association monthly meeting to discuss Christmas carnival and review locations of the event. 17th July will be their next mix and mingle at 5.30 at the Coast guard.
- Kaiapoi Museum Monthly meeting talking about accessing to storage area on mezzanine.
- Rangiora Museum, talk on local family.
- Food Secure North Canterbury meeting, applying for funding for coordinator and projects.
- Attended Council hosted funding tips workshop.
- Asked to attend Kaiapoi business/residents meeting re events in the district etc.
- North Canterbury Neighbourhood Support monthly meeting as well as attended Civil Defence emergency hub launch in Loburn.
- Attended Access group meeting.
- Attended Road Safety meeting.
- Attended and helped at two Matariki events and from those will be conducting a debrief with the event coordinators.
- Kaiapoi Food Forest had an international business visit and learnt about what we do and they donated and planted almost \$1,000 of trees and plants.
- Reviewing More Accessibility District strategy.
- Attended All Boards session.
- Attended a workshop on new tree growing bags.
- Community wellbeing networking events.
- Accessibility meeting.
- Migrants catch up.
- Attended plantings at Silverstream and Honda forest.
- Ronel's Cuppa.
- Waikuku beach bylaw meeting.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

Member Name: Rhonda Mather

June 2024

MEMBER'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Meetings/Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
4 June	GreyPower	Regular monthly meeting held at Rangiora RSA.
5 June	PCC PSG	Pegasus Community Centre Project Steering Group. Having resigned from Waiora Links Community Trust, I am no longer on the steering panel, but will continue to attend as long as they are public meetings.
10 June	WSCB meeting	Regular Board meeting held at Woodend Community Centre.
11 June	LGNZ Zoom meeting	The topic was sovereign citizens and vexatious requests.
12 June	Ronel's Community Cuppa, Waiora Links Community Trust	The guest speakers were Mike and Sylvia re the Northern Pegasus Bay Bylaw review and Dean Eades re Community Emergency Hubs. A very good turnout of around 63.
19 June	All Boards meeting	I attended the first half of the meeting, leaving prior to the Community Emergency Hub presentation.
21 June	Bob Robertson Drive seats	Met with Julie Mason from Greenspace. Visited potential sites for additional seating in Bob Robertson Drive (two seats to be donated by Ravenswood Developments). Julie has since sent a plan of seat locations to Ravenswood for their approval. Huge thanks to Julie for her work on this project.
25 June	Pegasus Bay School Matariki performance	Kapa Haka performance from Pegasus Bay School student in celebration of Matariki. Mainly aimed at Kaumātua/seniors in the community and followed by a free morning tea (which I didn't stay for). An excellent performance and a credit to the school.

OTHER:

- A reminder that Ronel's Community Cuppa is on at the Pegasus Community Centre at 10am on Wednesday 10th July and all Community Board members are welcome to attend.
- Had a drive around some of the projects happening in our area and it is great to see the progress on the Parsonage Rd playground, Woodend toilets, Waikuku and Pegasus Beach viewing platforms and good growth on most of the plants along Park Tce where the macrocarpa hedge was.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June 2024

Member' Name: Philip Redmond

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
11 June	LGNZ Sovereign Citizens Zoom Session	Very informative, pseudo legal framework, no successful cases.
12 June	Otautahi Community Housing Trust, Carey Street, Christchurch	Official opening 40 houses, mixed use tenure. Minister of Housing opened – on time on budget. Community rentals affordable market rentals and progressive home ownership homes.
13 June	Kaiapoi Community Networking forum at Kaiapoi	Good numbers. Several new providers and exchange of ideas. Kainga Ora well represented.
18 June	Canterbury Property Investors Association forum	Economist Tony Alexander – worst to come, insurance premiums and rate increases impacting boomers on fixed incomes. Retail sector hard hit, outlook for 2025 encouraging.
19 June	Road Safety Working Group	Cycle sense co-funding yet to be approved by NZTA. Council funded until December 2024 in the meantime.
25 June	Adopted LTP 9.39% rate increase	Passed 10 votes to one, submissions emphasised affordability. Some items deferred to outer years of the LTP to be revisited in three years. May change priorities. The 'do nothing' options would have reduced the increase by 0.13% to 0.18% (\$5 – 8 per annum) in years 1 to 4 but rise to 1.3% or \$60 per annum in years 6 to 10. Not supported by majority of Councillors. Average increase \$6 per week. Balance affordability with maintaining level of service in a growth district.
27 June	Water Done Well	Teams meeting with Kaikoura District Council and Hurunui District Council to discuss legislative framework and water plans. All options include status quo on the table
27 June	North Canterbury Sport and Recreation Trust	Waiting on lease and sale Edward Street. Presentation to Cathy Batchelor retiring Trustee.

Also attended Council briefings, workshops and meetings, drainage advisory groups, District Licencing Committee hearing and several roading related meetings with residents and staff.