

Agenda

Rangiora-Ashley Community Board

Wednesday 9 July 2025

7pm

Council Chamber
215 High Street
Rangiora

Members:

Jim Gerard QSO (Chairperson)
Kirstyn Barnett (Deputy Chairperson)
Robbie Brine
Ivan Campbell
Murray Clarke
Monique Fleming
Jason Goldsworthy
Liz McClure
Bruce McLaren
Joan Ward
Steve Wilkinson
Paul Williams

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**AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD
IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 9 JULY 2025 AT
7PM.**

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

BUSINESS

PAGES

1. APOLOGIES

2. CONFLICTS OF INTEREST

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 11 June 2025

8-22

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 11 June 2025.

3.2. Matters Arising (From Minutes)

3.3. Workshop notes of the Rangiora-Ashley Community Board – 11 June 2025

23-24

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives**, the circulated Notes of the Rangiora-Ashley Community Board workshop, held on 11 June 2025.

4. DEPUTATIONS AND PRESENTATIONS

4.1 Pilot Community Shopping Proposal – Sam Fisher

S Fisher will be in attendance to discuss a Pilot Community Shopping Proposal.

5. ADJOURNED BUSINESS

Nil.

6. **REPORTS**

6.1. **Request approval of No-Stopping Restrictions in Highfield Lane – Joanne McBride (Roding and Transportation Manager) and Shane Binder (Senior Transportation Engineer)**

25-28

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 250613107325.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roding Committee:

(b) **Approves** installation of the following no-stopping restriction:

- i. Highfield Lane, from 6m east of the access to No. 4 around the turning head to 10m east of the access to No. 9.

6.2. **Request approval of No Stopping Restrictions – Golding Avenue, Cust Road, and Papawai Drive – Shane Binder (Senior Transportation Engineer) and Nithin Puthupparambil (Transportation Engineer)**

29-34

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 250227032830.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roding Committee:

(b) **Approves** installation of the following no-stopping restrictions:

- i. 11m north of the driveway to 22 Golding Avenue, Rangiora.
- ii. From a point 10m south of the driveway to 19-31 Golding Avenue, Rangiora, for 11m south.
- iii. 24m east of Earlys Road, Cust on the north side of Cust Road.
- iv. 5m north of the access to Koura Reserve on Papawai Drive, Rangiora.

6.3. **Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget – Thea Kunkel (Governance Team Leader)**

35-44

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250616108452.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for the 2025/26 financial year was \$29,290, with any carry forward from the 2024/25 financial year to be reported back in August 2025.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2025/26 financial year is \$14,510 with a carry forward from the 2024/25 financial year of \$3,049 for a total of \$17,559 for the 2025/26 financial year.
- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form, which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form, which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

6.4. **Application to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

45-85

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250616108267.
- (b) **Approves** a grant of \$..... to North Canterbury Classics Leisure Marchers Incorporated toward registration costs of the National Leisure Marching event to be held at MainPower Stadium, Rangiora.
OR
- (c) **Declines** a grant to the North Canterbury Classics Leisure Marchers Incorporated.
- (d) **Approves** a grant of \$..... to Community Colleges New Zealand – Comcol North Canterbury towards the purchase of a solar panel, connectors, and a battery for a compostable toilet.
OR
- (e) **Declines** a grant to Community Colleges New Zealand – Comcol North Canterbury.
- (f) **Approves** a grant of \$..... to the North Canterbury Floral Art Group towards hosting a Floral Art Demonstration and Workshop in November 2025.
OR
- (g) **Declines** a grant to the North Canterbury Floral Art Group.
- (h) **Approves** a grant of \$..... to the North Canterbury Musical Society Inc. towards the purchase of a heat pump for the administration office.
OR
- (i) **Declines** a grant to the North Canterbury Musical Society Inc.

7. **CORRESPONDENCE**

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for June 2025

86

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250630118280.

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 June 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 9 June 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 June 2025.
- 9.4. Parking Management Plans for Rangiora and Kaiapoi Town Centres – Final Plans for Adoption – Report to Council Meeting 3 June 2025 – Circulates to Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards
- 9.5. Bylaw Programme Update June 2025 – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 9.6. Stock Movement Bylaw 2020 Review – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 9.7. Section 155 Report for Review of Signage Bylaw 2019 – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 9.8. Health, Safety and Wellbeing Report April 2025 to Current – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 9.9. 190 High Street Bin Storage Issues and Options – Report to Utilities and Roading Committee Meeting 17 June 2025 – Circulates to all Boards.
- 9.10. Infrastructure Resilience Fun Proposed Projects for 2025/26 and Work Plan Following the May 2025 Flood Event – Report to Utilities and Roading Committee Meeting 17 June 2025 – Circulates to all Boards.
- 9.11. Adoption of the Annual Plan 2025/2026 – Report to Council Meeting 17 June 2025 – Circulates to all Boards.

Public Excluded

- 9.12. 259 Boys Road, Rangiora – Easement and Compensation – Report to Council Meeting 3 June 2025 – Circulates to Rangiora-Ashley Community Board.

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.11.
- (b) **Receives** the separately circulated public excluded information in item 9.12.

Note:

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

10. MEMBERS' INFORMATION EXCHANGE

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 is included in the agenda.

11. CONSULTATION PROJECTS

Nil.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 1 July 2025: \$17,559.

12.2. General Landscaping Fund

Balance as at 1 July 2025: \$29,290, carry forward to be calculated.

13. MEDIA ITEMS

14. QUESTIONS UNDER STANDING ORDERS

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 13 August 2025.

Workshop

- *Members Forum*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY, 11 JUNE 2025 AT 7PM.

PRESENT

J Gerard QSO (Chairperson), R Brine (Left at 8:15pm), M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward (Via Audiovisual Link) and P Williams.

IN ATTENDANCE

Mayor D Gordon

S Hart (General Manager Strategy Engagement and Economic Development), J McBride (Roading and Transportation Manager), G Stephens (Greenspace Design and Planning Team Leader), W Howe (Team Leader - Vibrant Communities), M Foster (Community Development Facilitator – Arts Strategy Implementation) and T Kunkel (Governance Team Leader).

There were three members of the public present.

1. APOLOGIES

Moved: J Goldsworthy

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives and sustains** apologies for absence from K Barnett, I Campbell, M Clarke and S Wilkinson

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 14 May 2025

Moved: B McLaren

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 14 April 2025.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising from the Minutes.

4. DEPUTATIONS AND PRESENTATIONS

4.1 Pete Southen – Trees on Elm Drive, Rangiora (Trim 250623112684)

P Southen explained that there was a street tree immediately outside their property at 9 Elm Drive, Rangiora, exactly north of the residence, which blocked a significant amount of natural sunlight to their property. The tree's position, width, and density blocked a considerable amount of natural sunlight from reaching their property, primarily reducing

their ability to enjoy the property and negatively affecting their well-being. The three also pushed invasive tree roots into their property, which took nourishment from their garden.

P Southern reported that he first approached the Council in July 2021 regarding shading problems, which eventually resulted in some minor pruning. However, this did not alleviate the problem. He again approached the Council in August 2023, requesting that the shading issue be addressed, which resulted in the three being pruned once more by the Council's arborist. In May 2025, he again advised the Council of the significant shading issue, resulting in a site meeting being held on 22 May. At the site meeting, the Council representative acknowledged the shading problem, noting that the tree either had to be removed or significantly pruned. However, the required pruning would risk the tree's life. The Council representative, therefore, suggested that the matter be raised with the Rangiora-Ashley Community Board. P Southern expressed his disappointment that the Council had not taken the opportunity to discuss his concerns about the three before May 2025.

P Southern suggested that the tree be removed and replaced with a more suitable one, because significantly pruning the tree and removing its root systems for their property would most likely kill it.

R Brine enquired whether any other property owners in the area would be upset if the tree were removed. P Southern noted that he had spoken to his neighbour on the east side, who indicated that she was not affected by the shading, but she was finding the leaf fall challenging. Admittedly, the aesthetics of the area would need to be balanced; however, this could be achieved by replacing the tree with a more suitable variety.

P Williams asked if P Southern was aware of other trees on Elm Street that were negatively impacting residents. P Southern believed that there were no other trees that had a similar harmful impact on residents. He noted that the shading problems were caused by the tree's proximity to their property boundary.

B McLaren questioned how many hours a day the tree shaded their property. P Southern noted that because the tree was immediately to the north of the property, it shared their house from approximately from 10:30 am to 2:30 pm each day, depending on the season. This resulted in extra heating costs during the winter months.

M Fleming enquired whether pruning the tree had exacerbated the shading problem. P Southern commented that the Council's Arborist advised him that pruning would promote growth and density, so the problem would rapidly increase in a short space of time.

The Board requested a report on the challenges being experienced with the street tree outside 9 Elm Drive, Rangiora.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Charles Upham Drive Safety Improvements – J McBride (Roading and Transportation Manager)

J McBride advised that the Mayor, the Council's Roading Portfolio Holder, the Board Chair, and staff recently met with representatives from the Charles Upham Residents Committee and the Manager of the Retirement Village to discuss the concerns raised and identify possible areas for safety improvements. A review of the sight lines was carried out, and visibility was observed to be restricted due to parking. As such, approval was sought to install a "Stop" control at the intersection of Charles Upham Drive and the Retirement

Village entrance. The Board was also requested to recommend to the Council's Utilities and Roading Committee to remove one car park and install six metres of 'No Stopping' on the north-east side of Charles Upham Drive, adjacent to the Retirement Village entrance. Additionally, the Council would also progress a small number of minor roading changes, including relocating warning signs from street light poles and the installation of pedestrian hold rails at the crossing point.

P Williams observed that on-street parking was in high demand in this area. He, therefore, enquired whether residents supported the proposed removal of the car park. J McBride noted that at the meeting held with representatives from the Charles Upham Retirement Village, it was agreed that the removal of one on-street car park would be acceptable to increase visibility. She confirmed that the residents in the area were consulted on the matter via the Charles Upham Residents Committee.

Mayor Gordon advised that he had met with the Charles Upham Residents today, and they were supportive of the proposed road safety improvements proposed by the Council. The Council and the Board were commended for advising that this process was underway and that the matter would hopefully be resolved soon.

Moved: B McLaren

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250529096431.
- (b) **Approves** a "Stop" control being installed at the Charles Upham Drive / Retirement Village entrance intersection as shown in Figure One below:

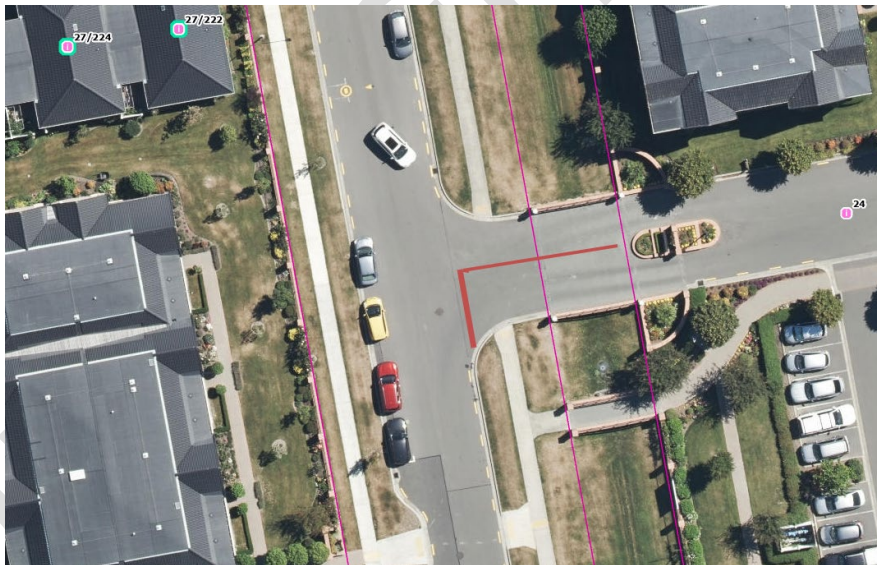


Figure One – Intersection Control at Charles Upham Drive / Retirement Village Entrance.

- (c) **Notes** the intersection control will be located within the Road Reserve.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (d) **Approves** the removal of one carpark, and the installation of 6m of No Stopping, on the north-east side of Charles Upham Drive and the Retirement Village entrance as shown in Figure 2 below:

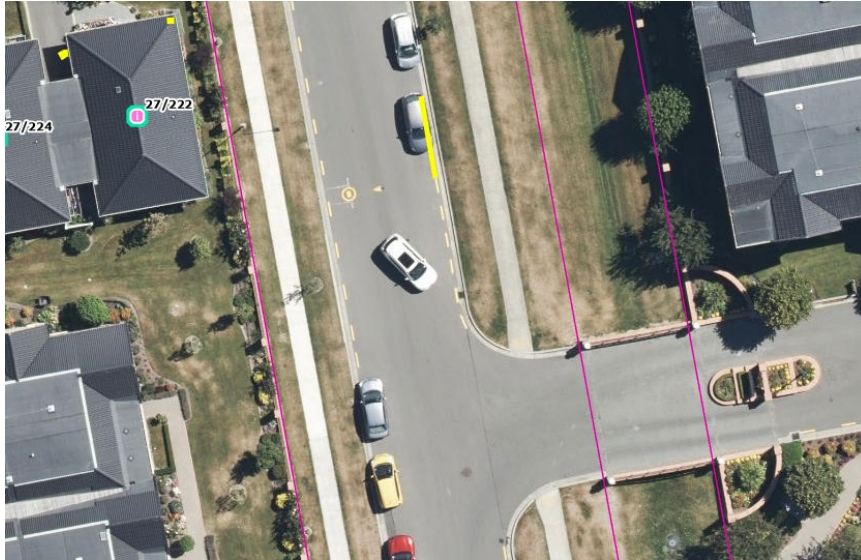


Figure Two – Removal of one carpark to the north of the retirement village (eastern side of road).

CARRIED

B. McLaren observed that he drove down Charles Upham Drive daily and believed that the proposed improvements would help address the residents' safety concerns. The area had grown, and over time, the properties on the west side were developed as part of the village, resulting in an increased number of residents trying to cross Charles Upham Drive. Additionally, the construction of the road extension through to Huntingdon Drive had led to an increase in traffic. The restricted visibility at the main entrance to Charles Upham Retirement Village due to parked vehicles was challenging. He therefore supported the motion.

P Williams noted that he was usually against the removal of on-street car parks; however, as the residents in the area had agreed to the removal of the car park, he supported the motion.

6.2. **Approval of Proposed Adjustments to Rangiora Ashley Street Carpark – A Kibblewhite (Senior Project Engineer) and J McBride (Roading and Transportation Manager)**

J McBride reported that feedback had been received from New World and members of the public regarding incidents of pedestrians tripping over the wheel stops currently in place along the western edge of the Ashley Street Carpark. The Council had previously carried out paint work to improve the conspicuity of the wheel stops and kerb. Nevertheless, reports of tripping had continued, and as such, further improvements were proposed, including adjusting the kerb, widening the footpath and removing the wheel stops, which seemed to be what people were tripping over. This would allow the vehicles to overhang a single section of the path without blocking the path, so people could still walk through.

M Fleming sought clarity on the location of the wheel stops that seemed to be causing people to trip. J McBride noted that it seemed to be more towards the entrance of the footpath, i.e, the northern end of the Ashley Street Carpark. However, the Council would need to provide consistent treatment along the footpath; hence, most of the wheel stops would be removed. Only the two wheel-stops at the two southern-most mobility parking spaces would be retained, as the kerb cannot be changed due to the proximity of the mobility parks.

M Fleming was concerned that the proposed raised concrete footpath sections would inhibit mobility. She requested whether the proposed adjustments to Rangiora Ashley Street Carpark could be discussed with the Waimakariri Access Group.

P Williams questioned whether the removal of the wheel stops would not create a risk of vehicles hitting pedestrians. J McBride did not believe that it would be inherently more dangerous not to have wheel stops. However, the Council would be installing markings on the section where vehicles would be overhanging, to try and keep pedestrians walking on the footpath.

J Goldsworthy asked if the proposed raised concrete footpath would be the same height as the current wheel stops. J McBride advised that the proposed footpath would be approximately 70 millimetres high, which was slightly lower than the existing wheel stops.

J Goldsworthy noted that at the time the report was written, Rangiora New World had not commented on the proposed adjustments to Rangiora Ashley Street Carpark. He questioned whether their comments had been received since then. J McBride confirmed that Rangiora New World supported the proposed adjustments to the carpark.

J Goldsworthy observed that the wheel stops were installed in 2014 and asked when they would have been reviewed. J McBride advised that some of the wheel stops were recently replaced because they seemed to get damaged regularly, especially in town centres. Nonetheless, wheel stops tend to have a lifespan of ten to 12 years, depending on the damage inflicted on them. She noted that the Council would endeavour to reuse the wheel stops that were to be removed from the Rangiora Ashley Street Carpark.

B McLaren inquired whether the Waimakariri Access Group had approved the proposed adjustments to the Rangiora Ashley Street Carpark. J McBride could not confirm whether the Group had been consulted; however, she undertook to submit the proposed adjustments to them for feedback.

Moved: J Goldsworthy

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250509081457.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the proposed plan to adjust and widen the existing concrete pedestrian footpaths and associated kerbs in order to remove the isolated wheel stops.
- (c) **Notes** that there is no change to the total number of parking spaces as a result of this work.
- (d) **Notes** that two wheel-stops will remain at the two southern-most mobility parking spaces as the kerb cannot be changed due to the proximity of the Mobility Parks.

- (e) **Notes** that this work has an estimated cost of \$52,000, which will be funded from the Town Centre Carpark (Ashley Street) Layout Changes Budgets (PJ 102427.000.5133 and PJ 102427.000.5135) with a combined budget of \$150,000.
- (f) **Requests** staff to submit the proposed plan to the Waimakariri Access Group for feedback.

CARRIED

P Williams Abstain

J Goldsworthy noted that there seemed to be a certain demographic that used the Rangiora Ashley Street Carpark, which had mobility challenges and needed support. He believed it was a beneficial time to consider improvements to the car park to address public concerns, and was happy that the wheel stops to be removed would be reused in other areas.

B McLaren commented that the Rangiora Ashley Street Carpark seemed to be a convoluted carpark that evolved over different properties. Ideally, he would like to see a clear plan to redesign the carpark in a modern, safe design that allowed for optimal traffic flow, direct pedestrian movement and ensured disabled access. He supported the motion and hoped it would lead to the future redesign of the carpark.

P Williams was concerned that the removal of the wheel stops could result in pedestrians and people in mobility scooters being hurt by vehicles. He would, therefore, not support the proposed improvements to the Rangiora Ashley Street Carpark until he had an opportunity to view a safety plan addressing his concerns and until the Waimakariri Access Group's feedback on the proposed improvements was known.

In this right to reply, J Goldsworthy acknowledged the concern raised by P Williams. However, the proposed raised concrete footpath would be only slightly lower than the existing wheel stops, at approximately 70 millimetres high. Hence, the raised concrete footpath would act as an informal wheel stop. He, thus, believed the footpath would be inherently more dangerous without wheel stops.

6.3. **Proposed Rooding Capital Works Programme for 2025 / 26 and Indicative Three-year Programme – K Straw (Civil Projects Team Leader) and J McBride (Rooding and Transportation Manager)**

J McBride spoke to the report, which sought the endorsement of the proposed 2025/26 Rooding Capital Works Programme. This was for the general allocation of the budget, which included kerb and channel renewals, footpath renewals, a minor safety programme, a new footpath programme, and bus shelters. The Kerb and Channel and Footpath Renewal Programmes were generally driven by condition. The last condition rating was undertaken in March 2025. The Minor Safety Programme was based on known safety issues identified in the Council's deficiency database and may have resulted from service requests. Staff had a prioritised programme for bus shelters and the new footpath programmes, which was based on the assessment of needs.

J Gerard was concerned that the 2025/26 Rooding Capital Works Programme did not include any planned upgrading of Coldstream Road, which had an increasing number of pedestrians walking to the sports facilities in the area. J McBride remarked that it may be a larger project that would not fall under the 2025/26 Rooding Capital Works Programme; however, she would note the Board's concerns.

Moved: P Williams

Seconded: None

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250505077283.

- (b) **Noted** the 2025/26 draft Proposed Roding Capital Works Programme (Trim: 250411064435).
- (c) **Noted** the indicative Roding Capital Works Programme for the 2026/27, 2027/28 and 2028/29 financial years.
- (d) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff at the Board meetings and will be incorporated into the final report, which is proposed to be taken to the Utilities and Roding Committee in July 2025 for approval.

LAPSED

P Williams supported the motion, noting that by only noting the draft Proposed Roding Capital Works Programme, the Board would be able to amend the programme if required in future.

Moved: J Goldsworthy

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250505077283.
- (b) **Endorses** the 2025/26 draft Proposed Roding Capital Works Programme (Trim: 250411064435).
- (c) **Endorses** the indicative Roding Capital Works Programme for the 2026/27, 2027/28 and 2028/29 financial years.
- (d) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff at the Board meetings and will be incorporated into the final report, which is proposed to be taken to the Utilities and Roding Committee in July 2025 for approval.

CARRIED

P Williams Against

J Goldsworthy supported the motion, noting that the Board could take the lead with the proposed Roding Capital Works Programme by encouraging these works within the Rangiora-Ashley Ward. This was the Board's opportunity to provide feedback, adjust and change the Programme. He thanked staff for the detailed report.

B McLaren believed that the proposed Roding Capital Works Programme was a realistic proposal to move the Rangiora-Ashley Ward forward despite the rather tight fiscal times. He, therefore, supported the motion.

6.4. **Installation of Bon Suter Sculpture in Victoria Park – Mel Foster (Community Development Facilitator – Arts Strategy Implementation) and Chrissy Taylor-Claude (Parks Officer)**

M Foster reported that the Board's approval was being sought for the installation of a Bon Suter sculpture in Victoria Park, Rangiora. The request was from the Waimakariri Public Arts Trust (WPAT), which was established to promote art and culture in the Waimakariri District. The WPAT was honoured to receive this generous gift from the Horton family, well-known and established business owners of Horton Signs, in support of the arts. The sculptor, Bon Suter, was an award-winning artist who was internationally recognised for her distinctive comic art pieces, which were exhibited throughout the world. B Suter also had a sculpture garden in South Brighton, which she created two years ago.

M Foster noted that the sculpture to be installed in Victoria Park, Rangiora, was called 'Together' and depicts two rivers joining together. The sculpture was originally commissioned by the Horton family and displayed at the 2005 Victoria Park Sculpture Symposium. The WPAT felt it was an actual fit to return the sculpture to its original location. The sculpture lends itself to different perspectives from various angles, and its beautiful lines would be much more visible once it was cleaned. It was believed that the installation costs might be less than the anticipated \$3,000, depending on the size of the concrete plinth required, however this could only be determined once the sculpture was removed.

B McLaren observed that due to the porous nature of limestone, the sculpture may require more than a cleaning to remove moss and mould. He enquired whether B Suter had been approached to restore and reface the sculpture. M Foster confirmed that the WPAT would consult with the artists prior to undertaking any cleaning of the sculpture.

P Williams questioned if the WPAT had investigated the possibility of sourcing private funding for the relocation of the sculpture. M Foster noted that the WPAT had not sourced private funding for this project; however, it was the Board's prerogative to refuse to fund the relocation of the sculpture, which would obligate the WPAT to secure alternative funding. G Stephens advised that sourcing private funding would delay the relocation of the sculpture, and the Horton family was keen for progress as soon as possible. He added that the Community Board had previously funded the installation of urban sculptures from their General Landscaping Budget, so it was an option that the Board could consider.

Moved: B McLaren

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250529097125.
- (b) **Approves** the installation of the Bon Suter sculpture in Victoria Park, Rangiora.
- (c) **Approves** up to \$3,000 of funding from the Rangiora-Ashley Community Board's General Landscaping Budget to cover installation costs.
- (d) **Notes** that the proposed location of the sculpture in the Victoria Park flower gardens has been agreed upon between the Waimakariri Public Arts Trust and Greenspace.
- (e) **Notes** that the sculpture will be owned and maintained by the Council, with ongoing maintenance costs being covered by existing Greenspace budgets (10.538.811.2507).

CARRIED

P Williams Against

B McLaren noted that he had been concerned about the installation of the sculpture in Victoria Park, Rangiora, as the park was already quite busy. However, this was an important piece of art which should be displayed in a premium location such as Victoria Park. Furthermore, the sculpture was relatively small and would be located in a flower bed. He supported the motion, as he was pleased to see the Board associated with supporting the arts.

P Williams commented that he would have supported the acceptance of the sculpture, provided that it was cleaned before it was transferred to the Council. He believed that the cleaning and restoration of the sculpture may cost more than estimated, and it could end up being a liability to the Council. He also did not believe the sculpture was suitable for Victoria Park, and that the WPAT should source private funding for relocating the sculpture to another open space. P Williams, therefore, did not support the motion.

B McLaren acknowledged P Williams' concerns regarding the cleaning and restoration of the sculpture. Hence, he believed that it was essential that the artist be involved in the restoration.

6.5. **Rangiora Ashley General Landscaping Budget Projects 2025 – G Stephens**
(Greenspace Design and Planning Team Leader)

G Stephens explained that the recommendations contained in the report were based on the previous workshops held with the Board, particularly regarding the beautification of Kippenberger Avenue's town entrance. The Board had previously expressed an interest in the possibility of installing an information panel, sculpture element or water feature along Kippenberger Avenue. There would still be a considerable amount of design work needed once the Board had decided on the direction it wished to follow. However, to facilitate the design process, clarity was needed on the Board's preferred options.

G Stephens highlighted that, in addition to the beautification of the Kippenberger Avenue town entrance and the \$3,000 allocated to relocate the Bon Suter sculpture to Victoria Park, Rangiora, there was also a request for support of the community garden in the Northbrook Reserve. However, a detailed report on the community garden would be submitted to the Board in the next financial year. The Oxford Road town entrance was the only entrance that had not been upgraded, and it was therefore suggested that the Board allocate the remaining Landscaping Budget towards the future beautification of the Oxford Road town entrance.

Responding to J Gerard's question, G Stephens advised that Council staff believed that a water feature in this location would pose significant long-term operational concerns and would require substantial capital investment. So, the option was not recommended.

P. Williams questioned whether staff had considered installing the Bon Suter sculpture at this location, rather than commissioning a new art piece. G Stephens noted that the Board wished to honour Sir Howard Kippenberger and acknowledge his significance to the Waimakariri community. In light of this, staff did not consider the Bon Suter sculpture suitable.

J Gerard observed that information panels tend to weather rather poorly. He asked how staff intended to ensure that an information panel remained aesthetically pleasing. G Stephens reported that the information panel would be designed so that the section containing the information could be easily replicated and replaced, should it be prone to fading. Care would also be taken with the location of the information panel so that it was not exposed to direct sunlight.

M. Fleming questioned whether an information panel could be designed that included sculptural elements, i.e., a combination of an information panel and a sculpture. G Stephens confirmed that staff could incorporate sculptural elements into the information panel design.

L McClure expressed a concern regarding the proposed location for the information panel. She asked whether the information panel and sculpture could be installed in the same area. G Stephens noted that the information panel and sculpture could be located in any location the Board deemed suitable. The reason for suggesting that the information panel be installed on the eastern end of Kippenberger Avenue was the high number of pedestrians in this area, due to the pathway leading into the Bellevue development.

B McLaren asked if the information panel could be temporarily installed at the eastern end of Kippenberger Avenue and then moved closer to the sculpture once it was in place. G Stephens explained that it would depend on whether the Board opted for an information panel and a sculpture or an information panel with sculptural elements. If it were the latter, it would be better for the Board to identify a preferred site, as relocating a sculpture would be both challenging and costly.

P Williams suggested that the Greenspace Team liaise with the Council's Art Co-ordinator to ascertain which local artists would be best suited to design an art piece for this site at a reasonable cost. Additionally, to determine whether there may be a local business

interested in sponsoring public art. G Stephens confirmed that the Greenspace Team would be working with the Council's Art Co-ordinator and the Waimakariri Public Art Trust in sourcing the sculpture.

Moved: J Gerard

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250530097343.
- (b) **Approves** Option 2: Sculptural Element, which includes information on Sir Howard Kippenberger, for the Kippenberger Entrance and staff working to refine the design (Trim: 250530097351) before seeking approval from the Waimakariri Public Arts Trust and then the Board for final approval.
- (c) **Approves** the remaining budget from this financial year being allocated to the Oxford Road Entrance Development Project.
- (d) **Notes** that the Board has a current budget of \$28,646 available to allocate to projects within this financial year.
- (e) **Notes** that this will mean the full budget available to the Board this financial year has been allocated to projects, and the Board will receive a new budget for allocation in the coming 25/26 financial year
- (e) **Notes** that neither of the Kippenberger Projects can be completed within this financial year, and the budget for uncompleted projects will be carried over into the 25/26 financial year as a work in progress.

CARRIED

J Gerard supported the motion, as he wished to see a sculpture honouring Sir Howard Kippenberger erected, which would also display information about him, rather than just an information panel. The sculpture did not necessarily need to be of a military nature.

J Ward concurred with the comments made by J Gerard. She suggested that the information regarding Sir Howard Kippenberger could be displayed on the base of the sculpture.

P Williams advocated for a statue of Sir Howard Kippenberger to be installed away from people in the swale, thereby curbing vandalism. He acknowledged that a statue may be costly and recommended that potential sponsorships should therefore be investigated. G Stephens noted that the Council's Utilities and Road Team was against any art being installed in the swale because it may sustain water damage. Also, the basin was specifically engineered to accommodate a certain amount of stormwater. The volume associated with any physical art structure within this basin would reduce this capacity. The basin was also designed to allow water to filter back into the ground slowly, so any physical elements on this surface, such as a concrete plinth, would reduce its capacity for this.

6.6. Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – T Kunkel (Governance Team Leader)

J Gerard advised that the Southbrook Community Sports Club Inc. had withdrawn their request for funding towards new EFTPOS machines and stock systems.

T Kunkel reported that the Rachel's House Trust (the Trust) supported parents and whānau with young children and works alongside other community organisations, complementing what they provide. The Trust had taken over the hosting of the Big Splash event from the Rangiora Promotions Association. The Big Splash event was a well-established community fundraiser hosted during winter. The event would greatly benefit Rangiora, with

participants enjoying a fun night out in the middle of winter and family and friends coming together to dress up and enjoy a night of comedic entertainment, dinner, and drinks at the Rangiora RSA. The Trust was requesting a grant of \$1,000 to assist with the event's catering costs.

B McLaren asked if the Trust intended to sell the food or if they would provide it free of charge for participants. It was advised that, as part of the Big Splash event, the Trust would host a dinner at the Rangiora RSA, where it would sell tables to raise funds. The catering would be for this event.

L McClure sought clarity on the proposed budget for the Big Splash event, and it was explained that the event would be zero-cost, with participants raising funds through sponsorships.

Moved: B McLaren

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250514085143.
- (b) **Approves** a grant of \$1,000 to the Rachel's House Trust (RHT) towards catering costs for the Big Splash Event.

CARRIED

M Fleming supported the motion, as she believed that the Trust played an essential role in supporting all parents and whānau with young children.

7. **CORRESPONDENCE**

7.1. **Letter of Thanks from Big Brothers Big Sisters**

7.2. **Letter from Ashley Rakahuri Rivercare Group**

Moved: J Gerard

Seconded: M Fleming

J Gerard requested that the Ashley Rakahuri Rivercare Group be advised to contact the Council regarding pigeons roosting and nesting on the top of the central pier of the Cones Road Bridge, as it did not fall under the auspices of the Board.

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the letter from Big Brothers Big Sisters (Trim: 250603098933).
- (b) **Receives** the letter from the Ashley Rakahuri Rivercare Group (Trim: 250605100679).

CARRIED

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for May 2025**

Moved: J Gerard

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250530097963.

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 7 May 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 12 May 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 May 2025.
- 9.4. Northern Pegasus Bay Bylaw 2024 Implementation Plan and Advisory Group Terms – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.5. Submission to Central Government Consultations April 2025 – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.6. Council Submissions Process and Delegation – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.7. Health, Safety and Wellbeing Report March 2025 to Current – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.8. Progress Update on Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.9. Libraries Update to 8 May 2025 – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.10. Aquatics May Report – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.11. Draft Annual Plan 2025-2026 Special Consultative Procedure – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.12. Drainage Staff Submission to Annual Plan 2025/26 – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.13. Water Supply – Utilities and Roading Department Staff Submission to the Draft 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.14. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2025 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.15. Roading Staff Submission to the 2025/26 Annual Plan – Request Changes to the Roading Capital Works Budget – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.16. Greenspace and Strategic and Special Projects Staff Submission to the 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.

Moved: L McClure

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.16.

10. MEMBERS' INFORMATION EXCHANGE

J Ward

- Chaired the Council's Utilities and Roading Committee meeting.
- Attended a District Planning and Regulations Committee Briefing.
- Attended the Annual Plan 2025/26 Deliberation meeting on 27 May 2025 – It seemed that the community were generally pleased with the work the Council was doing.
- Attended various District Planning workshops and briefings. – It was anticipated that the District Planning would be submitted to the Council for adoption on 24 June 2025, with notification on 14 July 2025.
- Attended the Council's Audit and Risk Committee meeting.
- The Council's Annual Plan 2025/26 would be considered for adoption on 17 June 2025, which included a proposed annual rates increase of 4.98%. It was understood that Environmental Canterbury's proposed rates increase was 9.9%.

J Goldsworthy

- Civil Defence Community Hubs continued to open, with Woodend and Oxford being the most recent. There were currently 13 active hubs in the Waimakariri District, with the West Eyreton hub set to open next week. Also had requests for additional Civil Defence meetings in Waikuku Beach, Pegasus and Pines Beach.
- Attended a District Planning and Regulations Committee Briefing.
- Attended the Annual Plan 2025/26 Deliberation meeting on 27 May 2025.
- Attended various District Planning workshops and briefings.
- Attended the Council's Audit and Risk Committee meeting.
- The Council's Youth Action Plan was to be reviewed, and public consultation was expected.
- An inclusive sports day would be hosted at the MainPower Stadium on 4 July 2025.

L McClure:

- Hosted a virtual Pink Ribbon Breakfast to raise funds for breast cancer.
- Attended a Southbrook Sports Club meeting – They were going back to the drawing board on ideas to raise funds.
- She had received public enquiries about the dumping of shopping bags with empty glass bottles at the East Belt entrance to the Briscoes/The Warehouse Centre. She believed that it had been an ongoing problem in the past.
S Hart requested that L McClure provide staff with the exact location of the dumping so that they could report the matter to the Council's Solid Waste Management Team.
- The Community Food Garden in Northbrook Waters had made progress, and there was much community interest.

B McLaren:

- He took part in celebrating Pink Shirt Day, which was an anti-bullying campaign that celebrates diversity by promoting kindness and inclusiveness.
- Attended the Violence Free North Canterbury event – It was a well-attended event focused on the use of Artificial Intelligence in preventing violence.
- Manned the JP Service Desk at the Rangiora Library on various occasions.
- Attended a North Canterbury Neighbourhood Support meeting.
- Lamented the fact that the Rachel House Trust was unable to host the annual Matariki event in Kaiapoi, but was advised that the Trust could not commit to the event due to the uncertainty of available funding.
- Noted that the Rangiora Players were very appreciative of the Board's grant. They were currently staging a production of "Look at the View".

P Williams:

- Attended all the usual monthly Council and Committee meetings.
- Attended various Council workshops and briefings, including workshops on the District Plan.
- Attended a Solid and Hazardous Waste Working Group meeting – The recycling bins in Cust had been removed. The Council were investigating possible alternative sites for the recycling facility, which may be challenging due to the potential contamination.
- Attended a Rangiora Arfield Advertising Group meeting
- The Council withstood the May 2025 flood event well; however, there were still hundreds of thousands of dollars in damage to infrastructure. The Council's investment in drainage seemed to be paying off.

- Received several complaints regarding the maintenance of street trees. He suggested that a workshop be held regarding the potential leaf fall and the damage to infrastructure caused by street trees.

M Fleming:

- Participated in the Community Planting Day at the Silverstream Reserve that the Waimakariri Volunteer Army also supported.
- Attending a Keep Rangiora Beautiful meeting – They were getting ready for winter planting. They also intend to support the Rangiora RSA with planting along the Rangiora end of the Passchendaele trail
- Attended a Waimakariri Access Group meeting.
- Met with J Gerard and S Wilkinson because she believed that the Board missed an opportunity to support the residents who were objecting to the solar farm on Upper Sefton Road. She suggested that groups making deputations to the Board on such matters should specifically ask whether the groups wished the Board to support their objection.

T. Kunke noted that the residents opposed to the development of the solar farm addressed the Board in July 2024, where they were specifically asked “*what the residents would like to happen regarding the application.*” They requested that the application be publicly notified and that, ideally, an alternative, more suitable site be found. The application was subsequently publicly notified. The Board Minutes had been reviewed, and no mention could be found regarding the Board submitting on the resource consent application.

J Gerard observed that there was learning to be had from the above. In future, the Board would ask similar groups to indicate whether they wish the Board to support their objections, which would then be considered by the Board.

11. CONSULTATION PROJECTS

11.1. Volleyball Net Installation at Kaiapoi Domain

<https://letstalk.waimakariri.govt.nz/volleyball-net-installation-at-kaiapoi-domain>

Consultation would close on Friday, 13 June 2025.

11.2. Draft Community Development Strategy 2025-2035 – Whakawhānake Hapori o Waimakariri

<https://letstalk.waimakariri.govt.nz/draft-community-development-strategy-2025-2035-whakawhanake-hapori-o-waimakariri>

Consultation would close on Sunday, 22 June 2025.

11.3. Inclusive Waimakariri- Draft Accessibility Plan

<https://letstalk.waimakariri.govt.nz/inclusive-waimakariri-draft-accessibility-plan>

Consultation would close on Sunday, 22 June 2025.

11.4. 2025 Environmental Awards

<https://letstalk.waimakariri.govt.nz/2025-environmental-awards>

Applications would close on Saturday, 28 June 2025.

The Board noted the Consultation Projects.

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

Balance as at 31 May 2025: \$3,594.

12.2. General Landscaping Fund

Balance as at 31 May 2025: \$28,646 not allocated.

The Board noted the Funding Update.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm on Wednesday 9 July 2025.

Workshop (Trim 250627116828)

- *Revamping of Coffee Culture in High Street Rangiora – Simon Hart (General Manager Strategy, Engagement and Economic Development)*
- *Images on BNZ Building – Simon Hart (General Manager Strategy, Engagement and Economic Development)*
- *Members Forum*

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8.32PM.

CONFIRMED

Chairperson

11 June 2025

Date

NOTES OF THE WORKSHOP OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 11 JUNE 2025, AT 8.32PM.

PRESENT

J Gerard QSO (Chairperson), R Brine (Left at 8:15pm), M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward (Via Audiovisual Link) and P Williams.

IN ATTENDANCE

S Hart (General Manager Strategy Engagement and Economic Development), J McBride (Roading and Transportation Manager), G Stephens (Greenspace Design and Planning Team Leader), W Howe (Team Leader - Vibrant Communities), M Foster (Community Development Facilitator – Arts Strategy Implementation) and T Kunkel (Governance Team Leader).

1. APOLOGIES

Moved: J Goldsworthy

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives and sustains** apologies for absence from K Barnett, I Campbell, M Clarke and S Wilkinson

CARRIED

1. Renovation of Coffee Culture in High Street Rangiora – S Hart (General Manager Strategy, Engagement and Economic Development)

Key Points:

- Apologised for not providing notice to the Rangiora-Ashley Community Board in advance of the revamping of Coffee Culture in Rangiora.
- This was a heritage building, so special care had to be taken.
- The footpath outside Coffee Culture would be closed for two to three weeks while the veranda was being worked on. Signage had been erected to guide pedestrians around the site.
- Provision had been made for pedestrians to move safely around the site to reach other businesses, albeit with a bit of a detour for some depending on their approach.
- Once the work on the veranda was complete, the remaining work would be done inside the Coffee Culture store, and the footpath would be reopened.
- The coffee cart would remain in its current location (outside Coffee Culture) until the footpath reopened. Then it would move up onto the outdoor dining area outside Coffee Culture, enabling the two car parks that are currently occupied to be reopened.
- The renovation of Coffee Culture was expected to take approximately six weeks.
- The Council usually provided support to business owners in the town centre when building repairs or construction work was undertaken, to assist them to continue operating.

Questions/Issues/Feedback:

- *Board members had been contacted by business owners who were losing business due to the pedestrian crossing on Victoria Street being inaccessible.*
Staff acknowledged that the closure of the footpath outside Coffee Culture was inconvenient; however, it was to ensure public safety.

- *Board members also received complaints regarding the public parking outside Coffee Culture being closed, as well as builders parking in the 60-minute parking spaces.*

It was noted that only two public car parks had been closed. Council staff would liaise with the builders to ensure they do not park in the 60-minute parking spaces. They would also visit the surrounding business owners to discuss their concerns.

- *Could parking spaces be provided in nearby Council-owned car parks for the builders?*
The option could be investigated; however, builders wanted to be as close as possible to their vehicles, containing their tools.
- *The Community Board supported the restoration of heritage buildings. The builders should be supported so that the work could be completed as soon as possible.*

2. **Images on BNZ Building** – S Hart (General Manager Strategy, Engagement and Economic Development)

Key Points:

- The historic images displayed on the BNZ building were considered fixtures, given they were bolted to the exterior of the building. Accordingly, ownership of these images was transferred with ownership of the building.
- The developers have indicated that they would be displaying the historic images in the proposed public laneway, thereby remaining accessible to the public in the Rangiora Town Centre.
- There were another two or three historic images currently in storage which could be installed in other parts of the Rangiora Town Centre, at the Board's discretion.

3. **Members Forum**

No discussion emanated from this point.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8.51PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-03-09 / 250613107325**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 9 July 2025**AUTHOR(S):** Shane Binder, Senior Transportation Engineer
Joanne McBride, Roothing and Transport Manager**SUBJECT:** Request approval of No-Stopping Restrictions in Highfield Lane**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report seeks approval to establish the following no-stopping restriction:
- Highfield Lane, from 6m east of the access to No. 4 around the turning head to 10m east of the access to No. 9
- 1.2. Staff have received a number of service requests / complaints relating to parked vehicles along Highfield Lane and within the turning head limiting manoeuvring space for turning around.
- 1.3. These concerns have been raised following land use changes, with a small business being set up along the street.
- 1.4. A resident has also reported a situation where access has been restricted due to parking, which limited the access of emergency services.
- 1.5. Staff have undertaken a review of the street and turning head and believe that parking in the turning head is not suitable due to the limited space available. Due to these concerns, it is recommended that stopping is prohibited at this location.

2. RECOMMENDATION**THAT** the Rangiora-Ashley Community Board:

- (a)
- Receives**
- Report No. 250613107325.

*AND***THAT** the Rangiora-Ashley Community Board recommends:**THAT** the Utilities and Roothing Committee:

- (b) **Approves** installation of the following no-stopping restriction:
- Highfield Lane, from 6m east of the access to No. 4 around the turning head to 10m east of the access to No. 9.

3. BACKGROUND

- 3.1. Highfield Lane is a low-volume residential cul-de-sac in Rangiora.
- 3.2. The lane was originally subdivided and constructed about 45 years ago. It presently provides access to 12 residential sections.

- 3.3. Highfield Lane has a sealed 3.5 – 4.0m carriageway and has no footpath or kerbing. The remainder of the road reserve is generally grassed berm and swales. The road terminates in a sealed turning head approximately 13m wide by 16m long.
- 3.4. Staff do not measure traffic volumes or speeds on all very low volume residential cul-de-sac streets like Highfield Lane. However, the Council roading database has estimated the average daily traffic on Highfield Lane to be 51 vehicles per day.

4. **ISSUES AND OPTIONS**

- 4.1. Recent land use changes have led to a minor increase in traffic and parking demand in the cul-de-sac.
- 4.2. Staff have received a number of service requests / complaints regarding parked vehicles along Highfield Lane and within the turning head limiting manoeuvring space for turning around, including a report of access restrictions which have resulted in access issues for emergency services.
- 4.3. In order to provide adequate manoeuvring space for all vehicles (including the Council “small-lane” rubbish collection truck) to safely turn around at the end of Highfield Lane and to ensure safe access to properties, it is recommended that no-stopping restrictions be implemented along the extent indicated by the yellow dashed line below in Figure 1 below.



Figure 1. Proposed extents of no-stopping restrictions, Highfield Lane

- 4.4. The Rangiora-Ashley Community Board has the following options available to them:
- 4.5. Option One: Approve the installation of no-stopping restrictions on Highfield Lane.
This option would see the Rangiora-Ashley Community Board recommend that the Utilities and Roading Committee approve the installation of no-stopping restrictions at the location shown in Figure 1.
This is the recommended option because it ensures safe manoeuvring space at the end of Highfield Lane.

4.6. Option Two: Retain the status quo.

This is not the recommended option because there are safety and access implications of not installing no-stopping restriction proposed in this report.

Implications for Community Wellbeing

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

These proposed improvements provide infrastructure in terms of safety improvements which provide safe access for residents within the district.

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

5. COMMUNITY VIEWS

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

Staff met with some (but not all) of the residents of Highfield Lane on 10th April 2025, to discuss their concerns and potential mitigations, including the proposed no-stopping restriction.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

The impacts of roadside management are considered to be localised and minor in nature. It is noted that no public consultation has been carried out with the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. There are minimal costs associated with installing no-stopping lines along these streets, as all it involves is line marking.

The costs are estimated to be less than \$100 and can be accommodated within the Road Maintenance budgets (Pavement Marking GL 10.270.582.2500).

This budget is not included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report are considered to be localised and minor in nature and will not have sustainability or climate change impacts.

6.3. **Risk Management**

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

6.4. **Health and Safety**

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

Physical works will be undertaken through the Road Maintenance contract. The Road Maintenance contractor has a Health and Safety Plan and a SiteWise score of 100.

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**

Section 2 of the Land Transport Rule: Traffic Control Devices requires a Road Controlling Authority to "authorise and, as appropriate, install or operate traffic control devices."

7.3. **Consistency with Community Outcomes**

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

Social: a place where everyone can have a sense of belonging

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Economic: a place that is supported by a resilient and innovative economy

- Enterprises are supported and enabled to succeed.
- Infrastructure and services are sustainable, resilient, and affordable. There is a safe environment for all.

7.4. **Authorising Delegations**

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Rangiora-Ashley Community Board has the delegated authority to recommend the installation of no-stopping restrictions on roads within its ward area.

The Utilities and Roading Committee has the delegated authority to approve no-stopping restrictions.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-28 / 250227032830


REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD

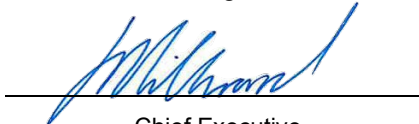
DATE OF MEETING: 9 July 2025

AUTHOR(S): Shane Binder, Senior Transportation Engineer
Nithin Puthupparambil, Transportation Engineer

SUBJECT: Request approval of No Stopping Restrictions – Golding Avenue, Cust Road, and Papawai Drive

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


 General Manager


 Chief Executive

1. SUMMARY

- 1.1. This report seeks approval to establish No Stopping restrictions at the following locations:
- 11m north of the driveway to 22 Golding Avenue;
 - From a point 10m south of the driveway to 19-31 Golding Avenue, for 11m south;
 - 24m east of Earlys Road on the north side of Cust Road; and
 - 5m north of the access to Koura Reserve on Papawai Drive.
- 1.2. Staff have received a number of complaints concerning the following:
- 1.2.1. Potential conflicts with parking on the back-to-back curves in Golding Avenue
 - 1.2.2. Car parking in front of the historical St David's Presbyterian Church in Cust, where the painted shoulder is insufficiently wide to safely accommodate vehicles outside of the travel lane
 - 1.2.3. Parked vehicles blocking the pedestrian access to Koura Reserve from Papawai Drive
- 1.3. Staff have investigated all of the above complaints and concluded that in all three situations there is a strong case for installing No Stopping lines to better support safe parking and usage of the areas concerned.
- 1.4. It is recommended that stopping is prohibited at these three locations.

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250227032830.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** installation of the following no-stopping restrictions:
- i. 11m north of the driveway to 22 Golding Avenue, Rangiora.
 - ii. From a point 10m south of the driveway to 19-31 Golding Avenue, Rangiora, for 11m south.
 - iii. 24m east of Earlys Road, Cust on the north side of Cust Road.
 - iv. 5m north of the access to Koura Reserve on Papawai Drive, Rangiora.

3. **BACKGROUND**

3.1. Golding Avenue

- 3.1.1. Golding Avenue is a local road with an Average Daily Traffic (ADT) of 831 vehicles, serving as a connector between the Collector Roads of Kingsbury Avenue and Enverton Drive.
- 3.1.2. Golding Avenue offers access to the Rangiora Health Hub via Riverview Road, which intersects with River Road.
- 3.1.3. The mean operating speed was measured at 39.4 km/h in 2022. The street carries through a back-to-back “S-bend” between no. 17 and no. 33 Golding Avenue. A private right-of-way accessing six rear lots enters Golding Avenue midway through the curve.
- 3.1.4. There is high parking demand in the area due to Community Health facilities being located near the S-bend.

3.2. Cust Road

- 3.2.1. Cust Road is a Strategic Road (former State Highway 72) that intersects with Earlys Road at a T-junction in the middle of Cust village.
- 3.2.2. The Average Daily Traffic (ADT) is 3,217 on Cust Road. This intersection with a posted speed of 60 km/h and mean operating speed of 57 km/h (2024) requires careful navigation for safe turning manoeuvres.
- 3.2.3. A No Stopping restriction already exists on the north side of Cust Road, west of Earlys Road, where the shoulder is less than 1.5m wide.

3.3. Papawai Drive

- 3.3.1. Papawai Drive is a local road with an Average Daily Traffic (ADT) of 739 vehicles; the mean operating speed was measured at 36 km/h in 2019.
- 3.3.2. It provides one of the pedestrian accesses to Koura Reserve, a neighbourhood reserve with playground and recreational areas, which does not have any dedicated reserve parking.
- 3.3.3. The walkway is in a narrow link reserve between no. 18 and no. 22 Papawai Drive.

4. **ISSUES AND OPTIONS**

4.1. Staff have received service requests regarding the following:

- 4.1.1. Concerns regarding potential conflicts caused by parking on the back-to-back curves (S-bend) on Golding Avenue
- 4.1.2. Inquiries about car parking on the narrow shoulder in front of the former St. David's Presbyterian Church in Cust
- 4.1.3. Concerns regarding parked vehicles blocking the access to Koura Reserve on Papawai Drive

4.2. Golding Avenue:

- 4.3. Golding Avenue, classified as an urban local road with a 50 km/h speed limit, should adhere to specific stopping sight distance (SSD) recommendations as outlined in the Austroads Guide to Road Design Part 3(Technical design Guidance). Due to the back-to-back curve geometry in front of no. 22 and nos. 19-31 Golding Avenue, parking in these areas compromises the required SSD for safe driving conditions.
- 4.4. To enhance safety and meet SSD recommendations, it is recommended that no-stopping restrictions be implemented along the extent indicated by the yellow dashed line in Figure 1.



Figure 1. Proposed extents of no stopping restrictions, Golding Avenue

- 4.5. Cust Road:
- 4.6. In accordance with the Waimakariri District Council Engineering Code of Practice Section 8.6.3, a width of 2.5 meters is recommended for parallel parking on road carriageways. Furthermore, the Land Transport Rule: Road User Rule 2004 prohibits stopping, standing, or parking a vehicle within 6 meters of an intersection unless explicitly authorised by road signage or markings.
- 4.7. To maintain safe traffic operations at the Cust Road / Earlys Road intersection and comply with the above-mentioned regulations, it is recommended that no-stopping restrictions be implemented along the designated area marked by the yellow dashed line in Figure 2.
- 4.8. This proposed restriction will maintain an extra-long parking space on the east side of the driveway letdown, which meets parking requirements and is positioned sufficiently far from the intersection to avoid impeding traffic flow.

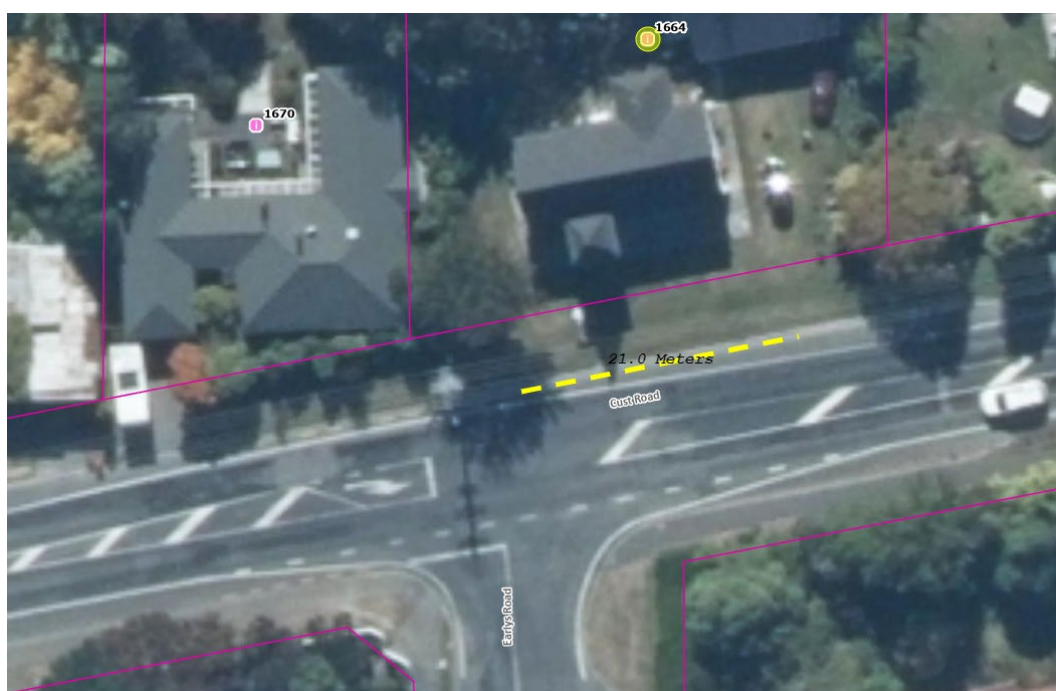


Figure 2. Proposed extents of no stopping restrictions, Cust Road

4.9. Papawai Drive:

- 4.10. Parked vehicles obstruct safe passage for pedestrians, strollers, and mobility scooters, particularly near the reserve's entrance. This creates hazards, forcing people into the road and hindering access to the reserve
- 4.11. To mitigate these safety concerns and ensure the well-being of all reserve users, it is recommended that no-parking restrictions be implemented along the section of Papawai Drive directly adjacent to the Koura Reserve access point, as marked by the yellow dashed line in Figure 3. This measure is recommended because there would be insufficient space in this section to maintain parking without obstructing pedestrian and mobility access.



Figure 3. Proposed extents of no stopping restrictions, Papawai Drive.

- 4.12. The Rangiora-Ashley Community Board has the following options available to them:

4.12.1. Option One: Approve the installation of no-stopping restrictions at the various locations in Rangiora and Cust.

This option would have the Rangiora-Ashley Community Board recommend that the Utilities and Roding Committee approve the installation of no-stopping restrictions at the location shown in Figure 1, 2, and 3.

This is the recommended option because it ensures:

- Meet with Safe Stopping Distance (SSD) recommendations and enhanced safety on Golding Avenue
- The safety of all road users at the intersection while ensuring that parallel parking on Cust Road complies with both regional and national regulations
- Safe access to Koura Reserve all users, including pedestrians, stroller users, and those with mobility scooters, while ensuring that parking on Papawai Drive complies with both regional and national regulations and prevents obstruction of the reserve access point

4.12.2. Option Two: Approve an ad-hoc installation of no-stopping restrictions.

This option would have the Rangiora-Ashley Community Board recommend that the Utilities and Roding Committee approve the installation of no-stopping restrictions at some, but not all of the locations shown in Figures 1, 2, and 3.

This is not the recommended option because there are safety implications of not installing no-stopping restrictions at all of the sites proposed in this report.

4.12.3. Option Three: Retain the status quo.

This is not the recommended option because there are safety implications of not installing no-stopping restrictions at all of the sites proposed in this report.

Implications for Community Wellbeing

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

These proposed improvements provide infrastructure in terms of safety improvements which provide safe access for residents within the district.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

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.

Letters were sent to the residents adjoining each of the proposed No Stopping restrictions, soliciting their feedback on the restrictions.

The property owner of no. 1664 Cust Road was consulted regarding the proposed No Stopping restriction at his residence, and he generally supported the proposal.

Property owners at Nos. 16, 18, 22, and 24 Papawai Drive provided generally positive responses. No other feedback was received from residents on Papawai Drive or Golding Avenue.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report; the impacts of roadside management are considered to be localised and minor in nature. It is noted that no public consultation has been carried out with the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

There are minimal costs associated with installing no-stopping lines along these streets, as all it involves is line marking. The total cost is estimated to be less than \$250, which can be accommodated within the Road Maintenance budgets (Pavement Marking GL 10.270.582.2500). This budget is included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report are considered to be localised and minor in nature and will not have sustainability or climate change impacts.

6.3. Risk Management

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

6.4. Health and Safety

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

Physical works will be undertaken through the Road Maintenance contract. The Road Maintenance contractor has a Health and Safety Plan and a SiteWise score of 100.

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**

Section 2 of the Land Transport Rule: Traffic Control Devices requires a Road Controlling Authority to "authorise and, as appropriate, install or operate traffic control devices."

7.3. **Consistency with Community Outcomes**

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

Social: a place where everyone can have a sense of belonging

- *Our community has equitable access to the essential infrastructure and services required to support community wellbeing.*

Economic: a place that is supported by a resilient and innovative economy

- *Enterprises are supported and enabled to succeed.*
- *Infrastructure and services are sustainable, resilient, and affordable. There is a safe environment for all.*

7.4. **Authorising Delegations**

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Rangiora-Ashley Community Board has the delegated authority to recommend the installation of no-stopping restrictions on roads within its ward area.

The Utilities and Roading Committee has the delegated authority to approve No Stopping restrictions.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 250616108452

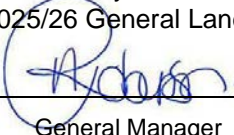
REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD


DATE OF MEETING: 9 July 2025

AUTHOR(S): Thea Kunkel - Governance Team Leader

SUBJECT: Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget

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


 General Manager


 Chief Executive

1. SUMMARY

- 1.1 This report provides information regarding the Rangiora-Ashley Community Board's (the Board) 2025/26 General Landscaping Budget and the 2025/26 Discretionary Grant Fund.
- 1.2 This report also requests the Board to consider the approval of the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2025/26 financial year.

Attachments:

- i. Draft Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089866).
- ii. Draft Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Accountability Form (Trim No. 210603089980).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250616108452.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for the 2025/26 financial year was \$29,290, with any carry forward from the 2024/25 financial year to be reported back in August 2025.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2025/26 financial year is \$14,510 with a carry forward from the 2024/25 financial year of \$3,049 for a total of \$17,559 for the 2025/26 financial year.
- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form, which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form, which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

3. **BACKGROUND**

- 3.1 Each financial year, the Community Boards are allocated a discretionary sum that the Board may allocate towards landscape projects that enhance and beautify the community. This fund is not a contestable fund.
- 3.2 The Discretionary Grant Fund is a contestable fund available to the Board for allocation to community groups and organisations that meet the fund's criteria and seek funding for various events, initiatives, and projects.

4. **ISSUES AND OPTIONS**

4.1 **2025/26 General Landscaping Budget**

- 4.1.1 The General Landscaping Fund's 2025/26 financial year allocation approved by the Council for the Rangiora-Ashley Community Board is \$29,290. However, the amount to be carried forward, if any, from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.
- 4.1.2 The Board and the Council's Greenspace Team will hold a workshop with the incoming Board after the Local Government Elections to identify potential projects of interest and priority for the Rangiora-Ashley Ward for this financial year. Staff will then refine details and costings before providing a report to the Board in February 2026 to allocate funding. This timing will enable planting projects to occur during autumn and prior to the end of the financial year.
- 4.1.3 Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members frequently suggest minor landscaping improvements, such as adding additional seating, paving, or signage.

4.2 **2025/26 Discretionary Grant Fund**

- 4.2.1 The Council's 2025/26 Annual Plan included a budget provision of \$14,510 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026). Three thousand and forty-nine dollars were carried over from the Board's 2024/25 Discretionary Grant Fund, bringing the current balance of the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant to \$17,559.
- 4.2.2 At the end of each financial year, the Board evaluates its Discretionary Grant Criteria, Application Form, and Accountability Form. Given that the Discretionary Grant Criteria, were extensively reviewed in July 2024 and the Application and Accountability Forms reviewed and amended, and that a new Board will be elected in October 2025, it is suggested that the Discretionary Grant Criteria, Application Form, and Accountability Form remain unchanged until the new Board has an opportunity to input into Discretionary Grants.
- 4.2.3 The Boards are acknowledged to be familiar with the needs of community groups and organisations within their areas. Any funds dispersed would be at the discretion of each Board, especially when dealing with requests from school committees, funding organisations, and groups applying to more than one Community Board for funding for the same project or event.
- 4.2.4 The Board considers applications from non-profit community-based organisations, registered charities, or incorporated societies. However, not all eligible groups may be aware of the fund. It is, therefore, essential that Board members continue to be proactive in promoting the funds through networking with community groups.
- 4.2.5 Staff will periodically advertise the Discretionary Grant on the Community Notice Board page in the Northern Outlook and Chatter. Application Forms are also available on the Council website, from Service Centres, or by contacting the Council

4.3 **Implications for Community Wellbeing**

The issues and options that are the subject of this report have no significant implications for community wellbeing. However, funding community and landscaping projects will increase the general wellbeing of the community within the Board's area.

4.4 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. However, they may wish to apply for funding for events and projects.

5.2 **Groups and Organisations**

Community groups and organisations are likely to be affected by or be interested in the subject matter of this report, as the Board's Discretionary Grant fund could assist them in achieving community-based programmes during the current financial year.

5.3 **Wider Community**

The wider community is unlikely to be affected by or interested in the report's subject matter. However, it should be noted that the funding allocated to community groups and landscaping projects will enhance the overall sense of wellbeing within the Board's community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The decisions sought by this report have financial implications. The Council has approved an allocation of \$29,290 to the Board's General Landscaping Budget for the 2025/26 financial year. However, the amount to be carried forward, if any, from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.

6.1.2 The Council's 2025/26 Annual Plan included a budget provision of \$14,510 for the Board's 2025/26 Discretionary Grant funding. The Council resolved to carry over the \$3,049 unallocated funds from the 2024/25 financial year, therefore, bringing the total of the Board's 2025/26 Discretionary Grant to \$17,559.

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**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

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

The Community Boards have delegated authority for both funds.

GOVERNANCE

Rangiora-Ashley Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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

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

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

Criteria for application

- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited up to \$1,000 in any financial year (July to June), but a group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- Applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Rangiora-Ashley Community Board, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Rangiora-Ashley Community Board. Applications are recommended to be received three weeks prior to Board meeting dates so they can be processed in time.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied. Relevant proof of purchase such as receipts, bank statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

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)

<input type="checkbox"/> People with disabilities (mental or physical)	<input type="checkbox"/> Cultural/ethnic minorities	<input type="checkbox"/> District
<input type="checkbox"/> Preschool	<input type="checkbox"/> School/youth	<input type="checkbox"/> Older adults
<input type="checkbox"/> Whole community/ward		

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

Oxford-Ohoka _____%	Rangiora-Ashley _____%	Woodend-Sefton _____%	Kaiapoi-Tuahiwi _____%
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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 are the benefit(s) to the Rangiora-Ashley community or wider district?

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

If yes, name of parent group: _____

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

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied 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 Rangiora-Ashley Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? Yes No

If yes, please supply details:

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

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

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

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

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

Please note: 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: _____

GOVERNANCE

Rangiora-Ashley 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 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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 250616108267**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 9 July 2025**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Applications to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

1.1. The purpose of this report is to consider the following four funding applications:

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
North Canterbury Classics Leisure Marchers Incorporated	Towards registration costs of the National Leisure Marching Event	\$535	The application complies with the criteria
Community Colleges New Zealand – Comcol North Canterbury	Towards the purchase of a solar panel, connections and battery for a compost toilet	\$1,000	The application complies with the criteria
North Canterbury Floral Art Group	Towards hosing a Floral Art Demonstration and Workshop	\$1,000	The application complies with the criteria
North Canterbury Musical Society Inc	Towards the purchase of a heat pump for the administration office	\$957	The application complies with the criteria
Total:		\$3,492	

Attachments:

- i. Application from the North Canterbury Classics Leisure Marchers Incorporated (Trim 250603098275).
- ii. Application from the Community Colleges New Zealand – Comcol North Canterbury (Trim 250610104759).
- iii. Application from the North Canterbury Floral Art Group (Trim Ref: 250623112759).
- iv. Application from the North Canterbury Musical Society Inc (Trim Ref: 250617109532).
- v. The spreadsheet shows the grants for the previous two years.
- vi. Board funding criteria for the 2025/26 financial year (Trim 210603089776).

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250616108267.
- (b) **Approves** a grant of \$..... to North Canterbury Classics Leisure Marchers Incorporated toward registration costs of the National Leisure Marching event to be held at MainPower Stadium, Rangiora.
OR
- (c) **Declines** a grant to the North Canterbury Classics Leisure Marchers Incorporated.
- (d) **Approves** a grant of \$..... to Community Colleges New Zealand – Comcol North Canterbury towards the purchase of a solar panel, connectors, and a battery for a compostable toilet.
OR
- (e) **Declines** a grant to Community Colleges New Zealand – Comcol North Canterbury.
- (f) **Approves** a grant of \$..... to the North Canterbury Floral Art Group towards hosting a Floral Art Demonstration and Workshop in November 2025.
OR
- (g) **Declines** a grant to the North Canterbury Floral Art Group.
- (h) **Approves** a grant of \$..... to the North Canterbury Musical Society Inc. towards the purchase of a heat pump for the administration office.
OR
- (i) **Declines** a grant to the North Canterbury Musical Society Inc.

3. **BACKGROUND**

- 3.1 The ***North Canterbury Classics Leisure Marchers Incorporated*** is seeking funding towards the registration costs to attend the National Leisure Marching event to be held at MainPower Stadium, Rangiora.
- 3.2 ***Community Colleges New Zealand – Comcol North Canterbury*** is seeking funding to purchase a solar panel, connectors, and a battery for its compostable toilet.
- 3.3 The ***North Canterbury Floral Art Group*** is seeking funding towards hosting a Floral Art Demonstration and Workshop in November 2025.
- 3.4 The ***North Canterbury Musical Society Inc.*** is seeking funding to purchase a heat pump for its administration office.
- 3.2 The current balance of the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant fund is \$17,559.

4. **ISSUES AND OPTIONS**

North Canterbury Classics Leisure Marchers Inc (the Group)

4.1 Information provided by the Group:

- 4.1.1 The Group was formed 29 years ago and became an Incorporated Society in February 2023. The Group aims to provide seniors in the community the opportunity to enjoy the sport, which helps keep members both physically and mentally agile. It also allows the wider family, especially the young, to participate from an early age, where they can see the enjoyment and lifelong friendships that can be formed.

4.1.2 The Group is requests a grant of \$535 to register 15 team members to attend the National Leisure Marching event, to be held at MainPower Stadium, Rangiora, in March 2026. Over 70 teams will be attending the event. Leisurely marching helps foster a strong sense of team spirit and self-discipline, enhances concentration, and promotes physical fitness. The benefit to the ward is that the Group promotes its achievements, and the pride taken in a small North Canterbury community in competing in this growing sport.

4.1.3 Members are between 60 and 85 years of age, with 70% now retired, and have limited funds available to support their participation in the marching. The Group will be unable to attend the event without assistance. Team members have been fundraising at local display days held in Rolleston and Christchurch. The Team takes pride in presenting themselves well and proves that coming from the smaller North Canterbury community is no hindrance to their performance. The weekly practice ensures the team is well-drilled, disciplined, mentally alert, and physically fit.

4.2 Council Evaluation:

4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as the Group is an incorporated society and most of its members reside in the Rangiora-Ashley Ward. The requested grant of \$535 is also less than the Board's general limit of \$1,000 per financial year.

4.4.2 The Group previously received the following funding from the Board, and Accountability Forms have been received:

Date	Grant	Amount
September 2023	Towards registration for attending the National Leisure Marching event in Invercargill.	\$400
June 2024	Towards registration for attending the National Leisure Marching event in Palmerston North.	\$400
Total		\$800

The Community Colleges New Zealand – Comcol North Canterbury (Comcol)

4.3 Information provided by Comcol:

4.3.1 For forty years, Comcal has been pioneering, innovating and delivering its vision of 'creating better lives for the community'. In July 1983, this organisation began, literally, in the back of a bike shed on the grounds opposite Rangiora High School, a very humble start. Two local businessmen, Tony Hall and Alex Murray, established the Rangiora Enterprise Trust in collaboration with the Rangiora Borough Council. They based their model on the Scottish Enterprise Trust and began to provide training courses to meet the community's needs for vocational skills and pastoral care. The priority groups are aged between 15 and 24 years of age and who are not in education, employment or training and people with disabilities.

4.3.2 Comcol is requesting funding to purchase a solar kit for the recently installed compostable toilet. The addition of a solar kit would significantly enhance the toilet's efficiency and user experience, assisting with odour control and accelerated composting of human waste.

4.3.3 The project is expected to directly benefit approximately 500 people from the Rangiora-Ashley Ward, including individuals with disabilities, young people, and adults. The composting toilet's benefits demonstrate sustainable practices, environmentally sound human waste treatment, and recycling methods as part of the Living Laboratory's Community Sustainability Hub. It will also provide a toilet near people engaged in outdoor learning.

4.3.4 Lottery Community Facilities has provided funding for the compostable toilet as part of the grant for the Community Sustainability Hub, and Comcol has funded the construction, installation, and finishing of the structure. If this application is unsuccessful, Comcol will need to continue to investigate other sources of funding from other providers.

4.4 Council Evaluation:

4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit community organisation with all beneficiaries residing in the Rangiora-Ashley Ward. The requested grant of \$1,000 does not exceed the Board's general limit of \$1,000 per financial year.

4.4.2 This is the first time Comcol has applied to the Board for funding.

The North Canterbury Floral Art Group (the Group)

4.5 Information provided by the Group:

4.5.1 The Group has been active in the Waimakariri community for over 50 years, and its long history reflects not only a deep passion for floral art but also a sustained commitment to creativity, education and community connection. The Group fosters an inclusive and welcoming environment that supports people of all ages and encourages them to express themselves through floral design.

4.5.2 The Group is hosting a two-day floral demonstration and workshop in November 2025, featuring national floral design tutor Lynn Corsier. The aim is to build members' technical and creative floral art skills. Membership in the Group encompasses all sectors of the community and will directly benefit 20 members; however, the demonstration will be open to anyone interested in floral art or gardening. It is unclear from the application where attendees are from within the Waimakariri District.

4.5.3 Benefits to members will include developing technical and creative skills, increasing confidence and capability in national standards for exhibiting, and providing an opportunity to learn from a nationally recognised tutor. The benefits to the ward would include ongoing contributions to local exhibitions and community floral displays, enhanced representation within the floral art world, increased participation and visibility of the creative arts in the region, as well as offering a different option for people to express their creativity within the district.

4.5.4 The Group is requesting assistance in covering the costs for tutor travel, venue hire, catering, and floral materials to be used during the event. Funds will be raised through attendance fees, internal fundraising and donations. The approximate cost of the event is estimated at \$3,218, with the application requesting \$1,000. If this application is unsuccessful, the event will continue; however, there may be constraints on the proposed budget.

4.6 Council Evaluation:

4.6.1 The application complies with the Board's Discretionary Grant Application Criteria, as the Group is a non-profit community organisation and the requested grant of \$1,000 does not exceed the Board's general limit of \$1,000 per financial year. However, it is unclear how many of the beneficiaries reside within the Rangiora-Ashley Ward, but only approximately 20 participants are expected to attend the workshop.

4.6.2 This is the first time the Group has applied to the Board for funding.

The North Canterbury Musical Society Inc (the NCMS)

4.7 Information provided by the NCMS:

4.7.1 NCMS was formerly known as the North Canterbury Academy of Music and has a history rooted in music education and performance in the Rangiora area. It began as the North Canterbury School for Instrumental Music, initially offering violin lessons. Over time, it evolved to expand its offerings to include a variety of ensembles and instruments. NCMS has a strong connection to the Rangiora Town Hall, where they have performed and continue to produce shows, including the most recent productions of 42nd Street, Catch Me If You Can, and Little Women, which is scheduled to open in October 2025.

4.7.2 NCMS is based at Northbrook Studios in Rangiora and is requesting assistance with purchasing a heat pump for its office. The office is used by the Operations Manager, who has to work with the door closed due to others using the venue. Approximately 20 people use the hub, and it covers all sectors of the community, with the majority from the Rangiora- Ashley Ward.

4.7.3 A heat pump will contribute to a healthy work environment in the office, which the Committee, the Production Manager, and the Step Ahead Trust also utilise. The installation of a heat pump will be a way of supporting key workers and volunteers by keeping them healthy. The benefits for the Rangiora- Ashley Ward would include providing singing, dancing, exercise, and shows, which will improve the community's wellbeing. Shows bring joy, connection, activity and promote creative arts to the Rangiora community and wider district.

4.7.4 The heat pump is expected to cost approximately \$956.51, and NCMS has not sourced any additional funding for this project. If the application is unsuccessful, the purchase of a heat pump will not proceed, as all current funds are allocated for maintenance to the roof, a kitchen upgrade, upgraded seating, and microphones.

4.8 Council Evaluation:

4.8.1 The application complies with the Board's Discretionary Grant Application Criteria, as the NCMS is an incorporated society that is a non-profit community organisation with the majority of its beneficiaries residing in the Rangiora-Ashley Ward. The requested grant of \$957 is also less than the Board's general limit of \$1,000 per financial year.

4.8.2 NCMS has not received funding from the Board over the past five years.

4.9 The Board may approve or decline grants in accordance with the grant guidelines.

4.10 **Implications for Community Wellbeing**

There are social and cultural implications, as physical exercise, community activities, and learning improve mental and physical wellbeing.

4.11 The current balance of the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant fund is \$17,559. If all the applications were granted, the balance would be \$13,424 for the rest of the 2025/26 financial year.

4.12 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 will likely be affected by or interested in the report's subject, as social, community and learning opportunities provide social interaction, improve mental wellbeing, and add to people's self-confidence.

6.

OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

- 6.1.1 The 2025-26 Annual Plan includes a budget provision of \$14,510 for the Rangiora-Ashley Community Board to approve grants to community groups for the 2025/26 financial year (July 2025 to June 2026). A carryover of the 2024/25 financial year amounted to \$3,049; thereby bringing the 2025/26 Discretionary Grant Fund to a balance of \$17,559.
- 6.1.2 The current balance of the Rangiora-Ashley Board's 2024/25 Discretionary Grant Fund is \$17,599. If all applications were granted, the balance would be \$13,424 for the remainder of the 2025/26 financial year.
- 6.1.3 The application criteria specify that grants are generally limited to \$1,000 in any financial year (July to June); however, groups can apply twice a year, provided the applications are for different projects. Where applicable, GST values are calculated and added to the appropriately registered groups if the decided benefits exceed the 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 associated with the adoption and implementation of the recommendations in this report.

6.4 Health and Safety

All health and safety-related issues will be the responsibility of the organisations and groups 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

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

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: North Canterbury Classics Leisure Marchers Incorporated

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Funding Organiser

Contact phone number: [REDACTED]

Email: [REDACTED]

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

Registration for 15 team members to attend the National Leisure Marching Event to be held at the MainPower Stadium, 289 Coldstream Road, Rangiora on the 27 & 28 March 2026.
There will be approximately seventy teams attending this event from throughout New Zealand

What is the timeframe of the project/event date? 27th and 28th March 2026

Overall cost of project/event: 535.00

Amount requested: 535.00

How many people will directly benefit from this project? 15

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 ☒ Adults ☐ Whole community/ward

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

Oxford-Ohoka 4% Rangiora-Ashley 82% Woodend-Sefton _____% Kaiapoi-Tuahiwi 4%

Other (please specify): Christchurch/Belfast/Redwood

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

Financial assistance for the registration will allow us to use existing funds for accommodation, airfares, registration cost to attend the South Island Leisure Marching event to be held in Nelson in October 2025

What is the benefit(s) to your organisation?

Attending the Nationals which will be held In Rangiora will allow us as a team to show that we take pride in coming from the North Canterbury community.

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

The team is required to perform a six minute display and this requires discipline to attend weekly practice which allows for both mental alertness and physical movement to be maintained. Some of the team members have had knee and hip replacements but this has not hindered their ability to march.

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.

Self funding, Weekly scratchie board sales, Catering for funerals and private events. Choclate wheels at fairs and market days.

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

No other applications made.

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

If yes, please supply details:

Waimakariri Council \$400.00 for registration fees to attend National Leisure Marching Event in Palmerston North.

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

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

The team will most likely have to self fund as all other fund raising at present has been committed to attend the South Island event to be held in Nelson in October.

- Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)
☒ Bank Statement (*Bank Statements will remain confidential*)
☒ Supporting costs, quotes or event budgets
☐ 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 an 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 May 2025



North Canterbury Classics Leisure Marching Inc

The Secretary
Rangiora-Ashley Community Board
Waimakariri District Council
Private Bag 1005
Rangiora 7440

On behalf of North Canterbury Classics Leisure Marchers Inc I am making an application for assistance for the registration fees to attend the Leisure Marching Nationals to be held at the MainPower Stadium Rangiora on the 27 & 28 March 2026. It is anticipated that a minimum of seventy teams will participate.

Other events that the team has been fundraising for include local display days held in Rolleston and Christchurch and the South Island event to be held in Nelson in October 2025

Our team takes great pride in presenting themselves well and proves that coming from a North Canterbury community is no hindrance to our performance. The weekly practice ensures that we are well drilled, disciplined, mentally alert and physically fit.

Your consideration for assistance with the registration costs would be very much appreciated.
Thank you



Funding Organiser. ✓

NORTH CANTERBURY CLASSICS LEISURE MARCHERS INC
STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 MARCH 2025


	2025	2024
	\$	\$
INCOME		
Grants	5400	13400
Members' Subscriptions	4143	4016
Members' Travel Contributions	2400	-
Kiwi Scratchie Board Income	3292	2754
Donations – Catering Functions	3020	3680
Sundry Fundraising – Net	1116	292
Interest Received	312	244
	-----	-----
TOTAL EXPENSES	19683	24386
EXPENDITURE		
Transport - Events	9184	9472
Accommodation - Events	6620	8235
Registration Fees - Events	738	1024
Hall Hire	420	-
Sundry Expenses	246	357
	-----	-----
TOTAL EXPENSES	17208	19088
NET SURPLUS/(DEFICIT)	\$2475	\$5298

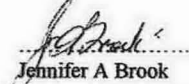


NORTH CANTERBURY CLASSICS LEISURE MARCHERS INC
BALANCE SHEET
AS AT 31 MARCH 2025

	NOTES	2025 \$	2024 \$
CURRENT ASSETS			
Westpac Banking Corporation 00 A/c	3043		3087
Westpac Banking Corporation Serious Saver	8290		5167
Sundry Debtors	-		250
Prepayments Airfares and Accommodation	1050		1462
TOTAL CURRENT ASSETS		12383	9966
TOTAL ASSETS		12383	9966
CURRENT LIABILITIES			
Accounts Payable		-	58
TOTAL LIABILITIES		-	58
NET ASSETS		\$12383	\$9908
Represented by:			
ACCUMULATED FUNDS			
Balance brought forward 1 April 2024		9908	4610
Plus Net Surplus/(Deficit)		2475	5298
TOTAL ACCUMULATED FUNDS		\$12383	\$9908

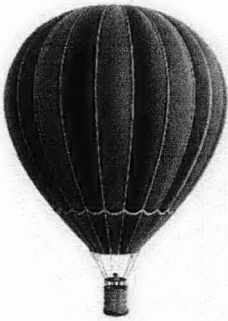
The Committee has reviewed these financial statements, bank statements and associated collection of fees and payment of monies and conclude that these financial statements reflect a true and correct record of the North Canterbury Classics Leisure Marchers Inc for the year ended 31 March 2025.


Jennifer J Power
President


Jennifer A Brook
Secretary/Treasurer

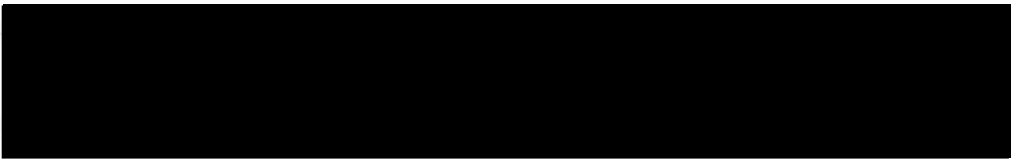
Registration Form Cont.

***Registrations close 31 December 2025.
Late entries will incur a \$50 penalty.***



Registration: \$35 per person (including the coach).	\$ <u>525</u>
Annual website maintenance % hosting fee (per team)	\$10.00
Total Paid:	\$ <u>535</u>

Please make payment to the following account by 31 December 2025:



Please enter the following reference details:



Code: "March Rego"

Description: Please enter your team's name.

Please email your completed form to Leisurenationals2026@gmail.com

Questions: Please email Leisurenationals2026@gmail.com



(4.30pm – 8.00pm daily)



Note: PTO for more information

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Community Colleges New Zealand - Comcol North Canterbury

Address: [Redacted]

Contact person within organisation: [Redacted]

Position within organisation: Chief Executive

Contact phone number: [Redacted] Email: [Redacted]

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

To purchase a solar panel, connectors and battery for our compostable toilet.

What is the timeframe of the project/event date? July - August 2025

Overall cost of project/event: \$1000 Amount requested: \$1000

How many people will directly benefit from this project? 500 plus

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 ☒ Adults ☐ Whole community/ward

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

Oxford-Ohoka _____% Rangiora-Ashley 100 _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

What are the direct benefit(s) to the participants? 59

Our participants at Comcol are youth aged 15 to 24 years who are not in education, employment or training, and people with disabilities. The direct benefit to our participants is the ability utilise a toilet which demonstrates sustainable practices - environmentally sound human waste treatment and recycling methods - as a part of our Living Laboratory's Community Sustainability Hub.

What is the benefit(s) to your organisation?

- 1. Allows for the full operation of our compostable toilet.
- 2. Close proximity to toilet facilities for people engaged in our outdoor learning environment.
- 3. Fosters sustainability as a part of our Living Laboratory.

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

Comcol North Canterbury is a unique learning environment for the Rangiora-Ashley community, along with the wider Waimakariri district. For more than 40 years our dedicated Comcol team have been focused on lifting aspirations, empowering and making a quality difference in people's lives through education, work-skills training, and mentoring.

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.

Lottery Community Facilities have provided the funding for the compostable toilet as a part of our grant for our Community Sustainability Hub, and Community Colleges New Zealand have funded the construction of the structure, installation and finishing.

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

None.

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

If yes, please supply details:

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

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

We will submit a funding application to a gaming trust.

- Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)
☒ Bank Statement (*Bank Statements will remain confidential*)
☒ Supporting costs, quotes or event budgets
☐ 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 an 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: 3 June 2025



27 May 2025

Rangiora-Ashley Community Board
c/- Waimakariri District Council
215 High Street, Rangiora

Dear Community Board Members

Please accept this Discretionary Grant Application from Comcol North Canterbury (Comcol), for the purchase of a solar kit for our recently installed compostable toilet. The addition of solar significantly enhances its efficiency and user experience, assisting with odour control and accelerated composting of human waste.

Comcol is a community-based organisation located at the urban edge of Rangiora, where in a peaceful and safe nature-based setting we deliver work skills training, education, pastoral care and mentoring to people in need. Our priority groups are youth aged 15 to 24 years who are not in education, employment or training, and people with disabilities. In partnership with many organisations, we have been making a significant contribution to our local communities by way of positive social and economic outcomes for more than forty years.

Our Vision: Creating better lives for our community.

Our Mission: To provide an environment that creates opportunities for success in education, employment, wellbeing and sustainability.

Operating under the governance structure of Community Colleges New Zealand, our quality management and processes are endorsed by; Te Kāhui Kāhu accreditation as a Level 3 Social Services Provider; NZQA with registration as a Category One rating (highest rating), and Charities Services as a registered charitable organisation (CC10303).

Our dedicated Comcol team focuses on lifting aspirations, empowering and making a quality difference to people's lives. Mentoring and wellbeing experiences are often one-to-one. Quality not quantity. Alongside our highly regarded Youth Service delivery, we recognise our important purpose in the community to provide sustainability-focused youth education, work readiness support and wellbeing programmes.

This important purpose is described in one of Comcol's Charitable Objectives; *"To contribute to the reduction or elimination of individual dependency cycles through the provision of appropriate and effective education and training."*

Comcol New Zealand Ltd
140 East Belt, Rangiora
PO Box 662, Rangiora 7440

03 313 2881
info@comcol.ac.nz



To ensure we continue into the future with relevant learning and practical real-world training opportunities, we have been initiating and partnering in some really cool and meaningful nature-based projects based here at our East Belt Rangiora location. These projects include urban food security; edible gardens; food forest; chicken coop and chickens; community sustainability hub; native seed bank; community native plant nursery; ecological restoration; native biodiversity corridor - Te Ara Rakiora; organic composting systems – garden, worm, biodigester, and compostable toilet; global greenhouse garden; green living wall; predator control; equine assisted wellbeing; pollinator and habitat pathways, and wildflower art.

We are integrating these projects into our youth and community development programmes: Youth Service; GROW (**G**oals, **W**ellbeing, **O**pportunities, **W**ellbeing); Equine Connect; Equine Career Link; Youth Shed; and IHC’s independent living clients.

We will also incorporate these projects into our new Comcol programme, LEAP – Learning for **E**nvironmental **A**wareness and **P**ersonal Success (commencing in July 2025), with a focus on food and fibre, sustainability, self-management and employability skills. Graduates of the programme will attain a recognised qualification - New Zealand Certificate in Primary Industry Skills (Level 2).

Our overarching project connecting all of this mahi is our Living Laboratory. As we look ahead to our next forty years, we will continue to sustain the future of the people we work with, our environment and our community - *“do well by doing good”*.

Thank you for your consideration of this application. We welcome your Board to visit Comcol for an onsite tour, and an ideal time would be later in the spring this year.

Nga mihi nui,

[Redacted signature block]

Calder Electronics (CHCH) Ltd

GST Number: GST: 80-640-315
625 Lineside Road Rangiora North Canterbury 7400
Phone: 03 3138454

Quote

Quote No.:	610	Date:	26/05/2025	
		Expiry Date:	23/06/2025	
Status:	Active		Served By :	Nicole

Ordered By : Comcol North Canterbury

Deliver To:

Bar code	Description	Tax	Qty	Price \$	Total \$
6254733601742	Digital Timer Switch 12V CE0174 / CEHH3491A	S15	1	29.90	29.90
9319236787113	SOLAR PNL 12V 160W MONO FIXED ROVIN ZM9182	S15	2	199.00	398.00
9319236748046	MC4 Self Locking Branch Connectors PT4590	S15	1	32.90	32.90
9319236771785	12V/24V 30A MPPT Solar Charge Controller MP3768	S15	1	249.00	249.00
9319236972380	CABLE PWR FIG8 OFC 8G R&B 50M RL LEN WH3063	S15	2.000	12.90	25.80
9319236774113	BATT SLA 12V 100AH DEEP CYCLE V2 SB2560	S15	1	289.00	289.00

No. of lines (6)

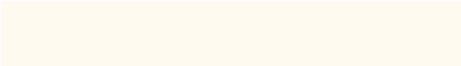
Payment Details

Quote Totals	
Subtotal	\$1,024.60
Discount	\$24.60
Rounding	\$0.00
Tax	\$130.43
TOTAL inc GST	\$1,000.00

Quote Terms & Conditions

Quote valid 90 days subject to availability of product

THIS SALE MAY CONTAIN NON JAYCAR PRODUCT - 7 Day Return applies to all goods excluding -
Vouchers,Books,Batteries,Headphones, Tools,Components - Must be returned with this docket, in original condition with all
packaging and instructions.



Mission, Vision & Values

Our mission is to provide an environment that creates opportunities for success in education, employment, wellbeing, and sustainability.

**"Poipoia te kākano kia puawai.
Nurture the seed and it will blossom."**

Our vision is creating better lives for our community.



Our values guide how we behave and act as we provide a nurturing environment to guide rangatahi on a positive pathway to education, employment and personal wellbeing.



We recognise the diversity of each other and our communities, and we all have something to share and learn from each other. We care about everyone's health and happiness, and ensuring sustainability for future generations.

Our Mahi

We are a catalyst for change for young people. Our youth coaches and tutors empower success through education, training and wrap-around support. While our front-line staff manage and find solutions for the increasing and complex challenges our young people face today, the rest of our organisation works to support this mahi.

We continue with our advocacy for rangatahi including meeting with ministers of the crown.

ASHTON
WHEELANS

The accompanying policies and notes form part of the performance report. These statements should be read in conjunction with the attached

Our Rangatahi

Our kaupapa, our foundation for action, is finding solutions for our rangatahi to gain independence through education, training, work-based learning and employment.

Many of our rangatahi come to Comcol with low achievement in terms of qualifications, literacy, and personal experience. Developing opportunities to experience success is a key aspect on their pathway to positive growth.

Positive caring relationships are our strength and celebrating success and achievement is an integral pathway to personal development and independence.

Youth Service

We provide free Youth Service for 16 – 19 year olds and our focus is on supporting our taiohi into education, training, work-based learning and employment. But every day we do so much more. Our Youth Coaches provide intensive, tailored support to identify each individual's goals and the best path to reach them. Our wider communities also play an important role for our coaches, and we work collaboratively with many community organisations to provide a fully invested community wrap-around service. Our mahi, along with important wider community support, seeks to remove any barriers to success and create a better future for each and every young person we have the privilege of working alongside.

GROW Programme

An initial 12 week group programme with ongoing one-on-one mentoring free for 15-24 year olds. The programme includes growing and gathering kai; cooking; volunteering; driver learner licence training; barista skills with the aim to help participants prepare for work, learn team work, develop social connections and enhance their sense of self.

Equine Programmes

Comcol offers three equine programmes:

- Equine Connect – a 10 week programme designed as a therapeutic space for people going through special challenges.
- Equine Career Link – a 10 week programme designed to help participants towards their goal of employment in the equine industry.
- Equine International Studies – a course for Rangiora High School international students combining learning equine skills with weekly riding lessons.

ASHTON
WHEELANS

Living Laboratory⁶⁶

We are establishing a pocket native forest corridor on Rangiora's boundary to be known as Comcol Living laboratory.

Together with our community we are:

- planting the native biodiversity corridor and enhancing a natural ecosystem.
- restoring a podocarp forest and contributing to the Waimakariri district's goal of 10% biodiversity in the wider landscape.
- potting up native seedlings and growing on ready for planting.
- planting native trees on our tree planting days.

Service Performance 2024

Youth Service 2024

1,001 Youth Service taiohi were coached by our Youth Coaches within our five locations in three regions throughout the South Island - Canterbury, Otago and Southland (2023: 689 taohi).

GROW funded by HPR

Six programmes over 12 weeks on site with ongoing mentoring for 60 students achieving 87% into training and or employment. (2023: two programmes over 12 weeks for 20 students achieving 80% into training and/or employment.)

Equine

International students with Rangiora High School Equine Studies
44 students with 426 hours of riding lessons and equine studies. (2023: 24 students with 290 hours of riding lessons and equine studies.)

Equine Connect - 48 clients experiencing the positive impact of connecting with horses to improve their wellbeing.

Lighthouse with Rangiora High School - 10 students attended one term. To transition out of school, expand their environment and learn hospitality skills in a new environment. (2023: 15 students attended two terms.)

IHC North Canterbury - 33 small group sessions for independent IHC clients, to come together and connect, preparation, develop skills to source food, purchase and prepare nutritional meals.



"My Youth Coach made an effort to understand every situation I was going through and helped to support me and work around whatever was going on."

They were always helping me to keep on track and encouraging me to reach my potential.

They constantly helped me in finding a job and when it was a massive struggle for months. And helped me quit some bad habits I gained from my past.

In all my Youth Coach helped me become the person I am today, and I'm forever grateful for everything."



GROW courses - Each week courses we celebrate our successes. This is a selection of some of those student achievements - in their own words.

- *"Today I smiled for the first time and it wasn't fake."*
- *"I started thinking about future goals and made myself realistic goals."*
- *"Getting some decent exercise."*
- *"Speaking in front of someone and controlling myself with not having a panic attack."*
- *"Did something I wouldn't normally do - plant plants."*
- *"I came."*



Young people are lining up to join cooking classes at Comcol North Canterbury thanks to a partnership between Comcol and the IHC North Canterbury Association.



"Thank you for teaching us and for the great time we spent together with you at school and your support for me on and around the school."

I learned with and from you, not only about horses also about life. You're the best riding instructor I've had so far.

You really know what you're doing and what you are talking about"

Equine Student Letter

ASHTON
WHEELANS

Community Colleges New Zealand Limited

Statement of Financial Performance
For The Year Ended 31 December 2024

	Note	2024 \$	2023 \$
Revenue			
Capital grants		102,680	-
Government service delivery grants/contracts		3,669,506	3,743,989
Interest, dividends and other investment revenue		96,711	84,753
Non-government service delivery grants/contracts		135,417	134,918
Other Revenue		156,840	158,207
Revenue from commercial activities		73,230	58,400
		4,234,384	4,180,267
Expenses			
Employee remuneration and other related expenses		2,972,671	2,706,678
Expenses related to service delivery		925,884	1,004,393
Expenses related to commercial activities		24,066	11,601
Other expenses		197,648	166,798
		4,120,270	3,889,470
NET SURPLUS FOR THE YEAR		\$114,115	\$290,797

Community Colleges New Zealand Limited**Statement of Financial Position****As At 31 December 2024**

	Note	2024 \$	2023 \$
Current Assets			
Term Deposits Maturing within 12 Months		817,971	1,292,536
Cash and short-term deposits	2	753,738	568,562
Accounts Receivable	3	109,191	130,367
Prepayments	3	53,744	55,657
Advance CC NZ Ownership Trust		220,821	268,791
Total Current Assets		1,955,465	2,315,913
Non-current Assets			
Property, plant and equipment	5	1,341,253	1,319,839
Investments	6	565,316	325,377
Total Non-current Assets		1,906,569	1,645,216
Total Assets		3,862,034	3,961,129
Current Liabilities			
Employee costs payable		285,319	242,396
Trade and other payables	4	52,155	117,009
GST payable		72,381	94,020
Unused donations and grants with conditions	7	120,560	197,382
Total Current Liabilities		530,415	650,807
Non-current Liabilities			
Spark Loan (24-month term)		3,161	-
Total Liabilities		533,575	650,807
NET ASSETS		\$3,328,458	\$3,310,323
Accumulated funds			
Accumulated Surpluses		3,327,458	3,309,323
Share capital		1,000	1,000
TOTAL ACCUMULATED FUNDS		\$3,328,458	\$3,310,323

The accompanying policies and notes form part of the performance report. These statements should be read in conjunction with the attached Independent Auditor's Report.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Floral Art North Canterbury

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Secretary

Contact phone number: [REDACTED] Email: [REDACTED]

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

The North Canterbury Floral Art Group is seeking funding to support a two day floral art event, comprising a public demonstration and a members workshop with national tutor Lynne Causer on 26-27 November 2025. We are requesting funds specifically for eligible costs associated with: hall hire (for both the demonstration and workshop), Floral Materials for the demonstration, modest hospitality (tea/coffee for attendees) and Travel Expenses for the tutor (excluding fees). These costs directly support community engagement, learning and creativity in floral art. The event is open to the wider public and aims to increase participation in the arts.

What is the timeframe of the project/event date? 26-27 November 2025

Overall cost of project: \$3,218 Amount requested: \$1,000

How many people will directly benefit from this project? 20 Participants and 150+ attendees

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 100 % Rangiora-Ashley 100 % Woodend-Sefton 100 % Kaiapoi-Tuahiwi 100 %

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?

Use of requested budget:
Hall Hire - demonstration \$175 Hall Hire - workshop \$60
Flowers for demonstration - \$300
Tea/Coffee for attendees - \$50
Tutor Travel (flights and mileage) - \$415

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

New floral design skills and techniques, creative inspiration, social connection, participation in a community arts event.

What is the benefit(s) to your organisation?

71

Capacity building, attracting new members and continued relevance and growth of the group.

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

Supports local arts and culture, promotes wellbeing through creative engagement and increases community participation in local events.

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.

Member registration fees, internal fundraising and donations.

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

If yes, please supply details:

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

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

Please note: 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: 23/6/2025

1 June 2025

Floral Art North Canterbury
5A Kinley Street
Rangiora 7400



Non - Profit Organisation

Account name: Floral Art North Canterbury

Account number: [REDACTED]
Statement Opening date: 2 May 2025
Statement Closing date: 1 June 2025
Statement number: 286

At a glance

your current balance

\$2,000.34

Current credit interest rates

These are the current per annum interest rates. They are subject to change without notice.

BALANCE	INTEREST RATE
Under \$5,000	0.00%
\$5,000 and over	0.05%

The interest you earned for this period was calculated on your daily credit balance and paid to you monthly.

Other balances

TYPE	BALANCE \$
Term investments	6,102.99
Savings	4,599.17



Floral Art North Canterbury

Account number: [REDACTED]
Statement Closing date: 1 June 2025
Statement number: 286

Your transactions

TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	OPENING BALANCE		BALANCE \$
				MONEY IN \$	DATE	
BP	[REDACTED]	FANC fees [REDACTED]		67.00	13 May	2,020.34
AP	Savings	Auto payment	20.00		20 May	2,000.34
CLOSING BALANCE						2,000.34

CR Credit
OD Overdrawn

AP Automatic payment

BP Bill Payment

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under money in or money out within the last few days of this statement may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

Totals

MONEY IN \$	MONEY OUT \$	INTEREST CHARGED \$	OTHER CHARGES \$
67.00	20.00	0.00	0.00

If you have any questions please call us on 0800 400 600.

To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

Westpac New Zealand Limited from
branch in New Zealand free of charge.



Rangiora Branch
13-15 Ashley & Blackett St
PO Box 934
Shortland Street
Auckland 1140
Phone: 0800 400 600

24 March 2025

Floral Art North Canterbury

Would you like to stop receiving
statements in the mail?

Head to westpac.co.nz/onlinestatements to
find out how to get your statements in
Westpac One® digital banking and switch
off paper statements.

Westpac Bonus Saver

Account name: Floral Art North Canterbury

Account number:

Statement Opening date: 25 September 2024

Statement Closing date: 24 March 2025

Statement number: 27

Your transactions

				OPENING BALANCE		\$4,345.04
DATE	TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	BALANCE \$
30 Sep			Credit Interest \$3.56 Less W/Tax \$0.37		3.19	
30 Sep			Bonus Interest \$11.57 Less W/Tax \$1.21		10.36	
30 Sep			Paper statement fee 0674 0063833-17 1 item	1.35		4,357.24
20 Oct	AP	Floral Art			20.00	4,377.24
31 Oct			Credit Interest \$3.49 Less W/Tax \$0.37		3.12	
31 Oct			Bonus Interest \$11.18 Less W/Tax \$1.17		10.01	4,390.37
20 Nov	AP	Floral Art			20.00	4,410.37
30 Nov			Credit Interest \$3.25 Less W/Tax \$0.34		2.91	
30 Nov			Bonus Interest \$10.30 Less W/Tax \$1.08		9.22	4,422.50
20 Dec	AP	Floral Art			20.00	4,442.50
31 Dec			Credit Interest \$2.30 Less W/Tax \$0.24		2.06	
31 Dec			Bonus Interest \$10.00 Less W/Tax \$1.05		8.95	4,453.51
20 Jan	AP	Floral Art			20.00	4,473.51
31 Jan			Credit Interest \$2.27 Less W/Tax \$0.24		2.03	
31 Jan			Bonus Interest \$10.04 Less W/Tax \$1.05		8.99	4,484.53
20 Feb	AP	Floral Art			20.00	4,504.53

continued on next page

CR Credit

OD Overdrawn

AP Automatic payment



Account number: [REDACTED]
Date: 24 March 2025

Your transactions

DATE	TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	BALANCE \$
28 Feb		Credit Interest	\$2.01 Less W/Tax \$0.21		1.80	
28 Feb		Bonus Interest	\$8.89 Less W/Tax \$0.93		7.96	4,514.29
20 Mar	AP	Floral Art			20.00	4,534.29
CLOSING BALANCE						\$4,534.29

CR Credit

OD Overdrawn

AP Automatic payment

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under money in or money out within the last few days of this statement may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

Your interest earned this tax year

The following interest has been paid from deposits in Westpac Savings Accounts.

interest earned from 1 April 2024	\$158.27
tax paid from 1 April 2024	\$16.60
interest received from 1 April 2024	\$141.67
your current tax rate is	10.50%

Current credit interest rates

These are the current per annum interest rates. They are subject to change without notice.

BALANCE	INTEREST RATE	BONUS RATE	TOTAL RATE
All	0.50%	2.25%	2.75%

You'll earn bonus interest if on the last day of the month your balance is \$20 greater than on the last day of the month prior. The \$20 excludes interest earned on the account and/or Westpac fees charged to the account.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: The North Canterbury Musical Society Inc.

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Assistant to Operations Manager for Funding

Contact phone number: [REDACTED] Email: [REDACTED]

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

We would like to upgrade heating in our NCMS hub office for our Operations Manager - Tash Ackroyd. Tash now works 10 hours a week keeping the day to day work / mahi of NCMS operations running. Planning, implementing activities, assisting the Committee, managing funding applications. Tash works in the office often with door closed due to others using the venue and we would like to keep this warm/cool for her as the seasons require. This request is for a DYSON HP07 PURE HOT + COOL B/N \$956.51

What is the timeframe of the project/event date? As soon as possible - 3months.

Overall cost of project/event: \$956.51 Amount requested: \$956.51

How many people will directly benefit from this project? 20

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 ☐ Adults ☒ Whole community/ward

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

Oxford-Ohoka 10% Rangiora-Ashley 40% Woodend-Sefton 10% Kaiapoi-Tuahiwi 10%

Other (please specify): 30% Christchurch (many members living in Chch but originated from Waimakariri)

What are the direct benefit(s) to the participants? 77

The direct benefits are keeping our Operations Manager and volunteers warm or cool while they work on NCMS projects in the office thus providing a healthy work environment for all participants.
While Tash works 10 hours a week this office is also used by the Committee, Production Manager and Step Ahead.

What is the benefit(s) to your organisation?

By assisting our Operations Manager, Committee and Production teams, in providing a warm or cool environment depending on the season - is supporting the whole organisation and Musical Theatre for the whole North Canterbury district. Support the key workers/volunteers to do the work for the organisation. Keeping them healthy and comfortable.

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

Singing, dancing, acting, exercise and activity are well known to improve wellbeing in our community. Along with volunteering work which also assists with mental health. Our shows bring joy, connection, activity, creative arts to our Rangiora community and the 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: N/a

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.

None at this stage for the heater/cooler.
Tash is currently working on NCMS Roofing project funding and ongoing wage funding for her role.

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

In the past we have received funding from Rangiora Community Board for signage on our building - 2019 \$500 for \$620 building sign - North Canterbury Musicals.

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

If yes, please supply details:

N/a

If this application is declined, will this event/project still occur? ⁷⁸ ☐ Yes ☒ No

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

Not at this stage. NCMS are working on improving the Studio. Roofing and upgrading the kitchen are projects funds are being applied for along with upgrading chairs (huba) and microphones for shows.

- Enclosed
- ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)
 - ☒ Bank Statement (*Bank Statements will remain confidential*)
 - ☒ Supporting costs, quotes or event budgets
 - ☒ 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 an 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: 16.6.2025

Statement of Financial Performance

North Canterbury Musical Society Incorporated
For the year ended 30 June 2024

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

	NOTES	2024	2023
Revenue			
Donations, koha, bequests, and other general fundraising activities	1	660	433
Membership fees and subscriptions	1	2,264	3,296
Revenue from commercial activities	1	124,364	138,251
Interest, dividends and other investment revenue	1	6,170	2,288
Other revenue	1	2,386	1,061
Total Revenue		135,843	145,329
Expenses			
Employee remuneration and other related expenses		34,398	27,162
Volunteer related expenses	2	2,409	2,369
Expenses related to commercial activities	2	82,132	73,127
Grants and donations made	2	1,374	9,193
Other expenses	2	13,149	13,674
Total Expenses		133,462	125,525
Surplus/(Deficit) for the Year		2,382	19,804

These financial statements should be read in conjunction with the accompanying notes and independent reviewer's report.

Statement of Financial Position

North Canterbury Musical Society Incorporated
As at 30 June 2024

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

	NOTES	30 JUN 2024	30 JUN 2023
Assets			
Current Assets			
Cash and short-term deposits	3	152,243	162,215
Debtors and prepayments	3	13,926	3,353
Investments	3	53,494	50,573
Total Current Assets		219,662	216,141
Non-Current Assets			
Property, Plant and Equipment	6	691,689	682,865
Total Non-Current Assets		691,689	682,865
Total Assets		911,351	899,006
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	26,111	16,853
Deferred revenue	4	448	-
Other current liabilities	4	256	-
Total Current Liabilities		26,815	16,853
Total Liabilities		26,815	16,853
Total Assets less Total Liabilities (Net Assets)		884,535	882,154
Accumulated Funds			
Accumulated surpluses or (deficits)	7	140,045	137,663
Reserves	7	744,491	744,491
Total Accumulated Funds		884,535	882,154

These financial statements should be read in conjunction with the accompanying notes and independent reviewer's report.



Tash Ackroyd <tash.ackroyd@ncms.co.nz>

Here is your quote 04981205250001

1 message

Noel Leeming <customercare@nlg.co.nz>

12 May 2025 at 14:30

To: tash.ackroyd@ncms.co.nz



Your Quote from Noel Leeming Rangiora -Ready to Go!

Hi ,

Thank you for choosing Noel Leeming! We look forward to making your shopping experience as easy and hassle free as possible.

We've prepared a personalised quote for your selected product(s). You can review the details below and visit us in-store to proceed with your purchase or get in contact with David and we can arrange for you to pay online via Credit or Debit card using our secure payment portal.

Quote valid until: 19/05/25

Total to pay: \$3,500.15

QUOTE

189 Northbrook Road

Rangiora

Quote:04981205250001

Quote Created:12/05/25

Store:Rangiora

Salesperson:

Store Phone:0800444488 ext. 30400

Product	Unit Price	Qty	Discount	GST	Total
238160 LEN IDEA5 16 R7/16/512/W11	\$2,019.40	1		\$263.40	\$1,756.00
203934 DYSON HP07 PURE HOT +		1		\$49.66	\$331.10
Total Net: \$3,043.61					
GST Content: \$456.54					
Total Including GST: \$3,500.15					

Quote expires on 19/05/25

Spreadsheet Showing Rangiora-Ashley Community Board Discretionary Grant for the 2024/25 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			2024/25 = \$ 14,200				\$ 14,200.00
	10-Jul	Waimakariri United Football Club	Towards Bibs for in-house teams		\$920	\$600	\$13,600
	10-Jul	North Canterbury Federation of Women's Institute	Towards hosting a craft day	26-Jul-24	\$300	\$110	\$13,490
	10-Jul	Southbrook Netball Club	towards annual prize giving, storage and new netballs	Declined	\$1,000	\$0	\$13,490
	10-Jul	St Joseph's School Rangiora	towards hosting a cultural Festival	Declined	\$1,000	\$0	\$13,490
	10-Jul	The Salvation Army Just Brass Band	towards hosting free music lessons	9-Apr-25	\$1,000	\$500	\$12,990
	14-Aug	Cust/West Eyreton Playcentre	towards maintaining the first aid kit	funds not uplifted	\$410	\$205	\$12,785
	14-Aug	Oxford Community Trust	towards catering costs for Day Out event	Declined	\$750		\$12,785
	14-Aug	Saracens Rugby Club	Towards sending teams to the Global Games Festival	10-Oct-24	\$1,000	\$250	\$12,535
	11-Sept	North Loburn School	Towards bark for playground	Declined	\$1,652	\$0	\$12,535
	11-Sept	Southbrook school 150th Jubilee Committee	Towards the purchase of a bench	28-Nov-24	\$750	\$750	\$11,785
	11-Sept	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	funds not uplifted	\$500	\$250	\$11,535
Rangiora-Ashley Community Board 10.137.100.2410	13-Nov	North Loburn Home and School Committee	Towards seeds, compost	18-Jun-25	\$1,000	\$750	\$10,785
	13-Nov	North Canterbury BMX Club Inc	Towards aspholding	18-Dec-24	\$1,000	\$1,000	\$9,785
	12-Mar	Rangiora Volunteer Fire Brigade	Towards gazebos	22-Apr-25 returning \$985 as whole \$2000 not spent	\$1,000	\$1,015	\$8,770
	12-Mar	Rangiora Cricket Club	Towards new cricket balls	5-May-25	\$1,000	\$1,000	\$7,770
	9-Apr	Rangiora Community Patrol	Dash cams		\$775	\$775	\$6,995
	9-Apr	Big Brothers Big Sisters	New Office computer		\$1,000	\$1,000	\$5,995
	14-May	Rangiora and Districts Early Records Society Inc	New printer		\$1,000	\$1,000	\$4,995
	14-May	Rangiora Players	New Lighs for stage		\$1,000	\$1,000	\$3,995
	14-May	Momentum Charitable Trust	Towards support programmes	Declined	\$7,180	\$0	\$3,995
	14-May	North Canterbury Radio Trust	Network switch		\$401	\$401	\$3,594
	11-Jun	Southbrook Community Sports Club Inc	Towards new register and Totalpos	Withdrawn	\$1,000		\$3,594
	11-Jun	Rachel's House Trust	Towards catering costs for Big Splash		\$1,000	\$1,000	\$2,594
						total with unclaimed grants	\$3,049

Spreadsheet Showing Rangiora-Ashley Community Board Discretionary Grant
for the 2025/26 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carry forward 2024/25 =3,049	2025/26 = \$14,510				\$ 17,559.00
	9-Jul	North Canterbury Classics Leisure Marchers Inc	registration costs for 15 members to the National Leisure Marching event		\$535		
	9-Jul	Community Colleges New Zealand - Comcol North Canterbury	Purchase solar panel, connectors and battery for compostable toilet		\$1,000		
	9-Jul	North Canterbury Musical Society Inc	towards the purchase of a heat pump		\$957		
	9-Jul	North Canterbury Floral Art Group	towards hosting a Floral Art Demonstration and		\$1,000		

GOVERNANCE

Rangiora-Ashley Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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

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

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

- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited up to \$1,000 in any financial year (July to June), but a group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- Applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Rangiora-Ashley Community Board, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Rangiora-Ashley Community Board. Applications are recommended to be received three weeks prior to Board meeting dates so they can be processed in time.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied. Relevant proof of purchase such as receipts, bank statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

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

CHAIRPERSON'S REPORT

For the period 7 June 2025 to 30 June 2025

CHAIRPERSON'S DIARY	
<i>Date</i>	<i>Events attended</i>
Saturday 7 June	Inspect with the Mayor of the traffic problems in Coronation Street, Rangiora.
Monday 9 June	Meeting with staff in preparation for the Rangiora-Ashley Community Board meeting.
Wednesday 11 June	Southbrook Sports Club Working Party meeting.
	Rangiora-Ashley Community Board meeting.
Thursday 12 June	Attended the Ashley Combined friendship meeting.
Tuesday 24 June	Attended the Council workshop regarding the Rangiora South of High Masterplan Project
	Attended the Joint All-Board's session on the District Plan
Thursday 26 June	Meals on Wheels
Monday 30 June	Attended District Licensing Committee training

Jim Gerard
Chairperson
Rangiora-Ashley Community Board