Woodend-Sefton Community Board

Agenda

Monday 8 April 2019

7.00pm

Waikuku Beach Hall
1 Bridge Street, Waikuku

Members:
Shona Powell (Chair)
Andrew Thompson (Deputy Chair)
Andrea Allen
John Archer
Al Blackie
Rhonda Mather
John Meyer
Board Members
WOODEND-SEFTON COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD IN WAIKUKU BEACH HALL, 1 BRIDGE STREET, WAIKUKU BEACH ON MONDAY 8 APRIL 2019 AT 7PM.

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

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 11 March 2019

RECOMMENDATION
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community Board meeting, held 11 March 2019, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

6 ADJOURNED BUSINESS

7 REPORTS

7.1 Woodend War Memorial – Grant Stephens (Greenspace Community Engagement Officer)

RECOMMENDATION
THAT the Woodend Sefton Community Board:
(a) Receives report No. 19032946462
(b) Approves the change to the roof pitch of the memorial design and addition of bevelled edge to deter climbing.
(c) Approves the art design within Attachment ii for the panels of the memorial.
7.2 **Woodend Sefton Pre-approved Road Naming List – Scott Morrow (Rates Officer Land Information)**

RECOMMENDATION 21-29

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

(a) **Receives** report No. 190321037885.

(b) **Approves** the attached list of road names as a Pre-approved Road Name List to be used for the naming of new roads in the Community Board area. (Trim 190321037831)

7.3 **Application to the Woodend-Sefton Community Board’s Discretionary Grant fund 2018/2019 – Kay Rabe (Governance Advisor)**

RECOMMENDATION 30-52

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

(a) **Receives** report No. 190313032779.

(b) **Approves** a grant of $......................to Presbyterian Support Upper South Island towards the cost of running the event: ‘An Expo of Ideas to Live Well and Give Well’.

**OR**

(c) **Declines** the application from Presbyterian Support.

(d) **Approves** a grant of $...................... to Northside Boardriders Club Inc. towards the cost of two rescue boards for the Winter Freeze event and ongoing club use.

**OR**

(e) **Declines** the application from Northside Boardriders Club Inc.

7.4 **ANZAC Day Services 2019 – Kay Rabe (Governance Advisor)**

RECOMMENDATION 53-55

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

(a) **Receives** report No. 190315034850.

(b) **Appoints** Board member(s) …………………………..………… to lay a wreath on behalf of the Board at the Sefton Cenotaph at the ANZAC Day service on Wednesday 24 April 2019 at 6pm in the Sefton Domain.

AND

(c) **Appoints** Board member(s) …………………………..…………..to attend the ANZAC Day service on Wednesday 24 April 2019 at 6pm at the Woodend Community Centre, in conjunction with the Council representative.

**OR**
(d) Appoints Board member(s) ......................... to attend the ANZAC Day service on Wednesday 24 April 2019 at 6pm at the Woodend Community Centre and to lay a wreath on behalf of the Board.

8 CORRESPONDENCE

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for March 2019

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 190401047078.

10 MATTERS FOR INFORMATION

10.1 Report on Notice of Motions of 4 December 2018 and 5 February 2019 re Fireworks and Nuisance – Geoff Meadows (Policy Manager) (Trim No 190226022485)

10.2 Elected members Remuneration and Expenses Policy Review – Sarah Nichols (Governance Manager) (Trim No 190224021130)

10.3 Enterprise North Canterbury half year report to December 2018, promotion of the Waimakariri District Business Plan report to December 2018 (Trim No 190225021990)

10.4 District Libraries Update March 2019 (Trim No 190315034754)

10.5 Aquatic Facilities Update March 2019 (Trim No 190227023702)

10.6 Report to Utilities and Roading Committee regarding the vehicle crossing bylaw review March 2019 (Trim No 190225021686)

10.7 Report to Utilities and Roading Committee regarding stock water race bylaw review March 2019 (Trim No 190219018655)

10.8 Report to Utilities and Roading Committee regarding water conservation Programme implementation March 2019 (Trim No 190130010451)

10.9 Youth Council Minutes January 29 Meeting (Trim No 1902120155950)

10.10 Activity on the Kaiapoi River – Simon Hart (Business and Centres Manager) (Trim No 190306027166)

10.11 Oxford-Ohoka Community Board Meeting Minutes – 7 March 2019 (Trim No 190226022558)

10.12 Rangiora-Ashely Community Board Meeting Minutes – 13 March 2019 (Trim No 190306026941)

10.13 Kaiapoi-Tuahiwi Community Board Meeting Minutes – 18 March 2019 (Trim No 190313032757)

RECOMMENDATION

8 April 2019
GOV-26-09-06
Summary Agenda Woodend-Sefton Community Board
THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.13.

Note: Matters for Information were circulated to members separately.

11 MEMBERS' INFORMATION EXCHANGE

12 CONSULTATION PROJECTS

About Draft Annual Plan 2019-2020
Consultation closes Thursday 11 April 2019.

About Vehicle Crossings
Consultation closes Friday 1 May 2019
https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/about-vehicle-crossings

13 FOSTERING COMMUNITIES

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 5 March 2019: $1,530.

14.2 General Landscaping Fund
Balance as at 5 March 2019: $5,260.

15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING
The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 13 May 2019 at the Woodend Community Centre.
Workshop

- Drainage at Waikuku – Owen Davis (Drainage Asset Manager)
- Members Forum
MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN MEETING ROOM A, WOODEND COMMUNITY CENTRE, SCHOOL ROAD,
WOODEND ON MONDAY 11 MARCH 2019 AT 7.00PM.

PRESENT
S Powell (Chairperson), A Thompson (Deputy Chair), A Allen, J Archer, A Blackie,
R Mather and J Meyer.

IN ATTENDANCE
C Brown (Community and Recreation Manager), D Ayers (Mayor), K Rabe (Governance
Advisor) and E Stubbs (Governance Support Officer).

1 APOLOGIES
There were no apologies.

2 CONFLICTS OF INTEREST
There were no conflicts of interest

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 11 February 2019
Moved J Meyer seconded J Archer
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 11 February 2019, as a true and accurate record.
CARRIED

4 MATTERS ARISING
There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY
There were no deputations.

6 ADJOURNED BUSINESS
There was no adjourned business.

7 REPORTS

7.1 Applications to the Woodend-Sefton Community Board’s Discretionary
Grant Fund 2018/2019: Kay Rabe (Governance Adviser)
K Rabe noted that the three applications for the Discretionary Grant Fund
were straightforward and included a Charity Fun Mud Run, the Kaiapoi Art
Expo and events to commemorate ANZAC Day and Christmas. She noted an
application from a new group; the Sefton Community Group which had
previously run the ANZAC and Christmas events for the community without
formal funding.
Waimakariri Arts Trust - Kaiapoi Art Expo

R Mather noted some inconsistency regarding the reported attendance figures with differing percentages and she questioned whether 10% would be attending from the Kaiapoi-Tuahiwi Ward given the event was held in Kaiapoi. R Mather suggested that the Board should reduce the requested funding as the residents from the Woodend Sefton Ward would not be the main attendees.

A Allen noted corrections in the report, namely items 4.7 and 4.9. Item 4.7 should read approximately 32% of visitors coming from the Woodend Sefton Community area rather than 15%. J Meyer suggested these figures may refer to the proportion of artists rather than attendance.

Item 4.9 should state that the Trust was granted $300 toward the event in 2018 rather than $500.

A Blackie commented that he was not sure where the attendance figures came from as he had not seen records of that taken when assisting at the door.

Moved R Mather seconded A Allen

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 190204012346.

(b) Approves a grant of $300 to Waimakariri Arts Trust - Kaiapoi Art Expo towards running costs associated with the Kaiapoi Art Expo in particular for advertising costs in local papers.

R Mather believed the Expo was a worthwhile well attended event.

A Allen reiterated the comments of R Mather and asked that feedback be given to the group regarding attendance numbers.

Amendment

Moved J Archer seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 190204012346.

(b) Approves a grant of $500 to Waimakariri Arts Trust - Kaiapoi Art Expo towards running costs associated with the Kaiapoi Art Expo in particular for advertising costs in local papers.

CARRIED

Against R Mather, A Allen

J Archer commented that the Art Expo was a great showcase for artists in the district and was always well attended.

A Thompson commented that the Expo was a good stable event and he did not have concerns with the proportions. He saw no reason to reduce the amount of funding to $300.

R Mather commented that the $300 would be consistent with the previous two years allocations and that proportioning it would allow the Expo to receive sufficient funds while retaining the majority of the balance of the funds for local events or groups.

A Allen agreed with keeping funding local and she was aware of other local groups wishing to apply for funding in the near future.
S Powell commented that advertising for the Expo would be included in the local paper, the Woodpecker, which hadn’t occurred in previous years and this would create awareness in the local area.

**Lions Club of Pegasus Town - Charity Fun Mud Run**

J Archer expressed concern that the event was being held in a bio-node of the Te Kohaka o Tuhaitara Wetlands and the activity may damage sensitive areas. R Mather commented that the Trust was aware of the event and supported it, acknowledging that it would be beneficial to the Trust in establishing new wetlands and raising funds.

Moved A Allen seconded R Mather

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

(a) **Approves** a grant of $500 to The Lions Club of Pegasus Town towards the cost of holding a Charity Fun Mud Run.

**CARRIED**

A Allen commented that it was a worthwhile cause that supported the Trust, gave back to the community and promoted health and fitness and also the area.

R Mather commented it was great to see a new event come to the fore. She supported the Lions Club of Pegasus Town raising funds for distribution in the area and she hoped to see the event become an annual one.

**Sefton Community Group - ANZAC Day Service and Christmas Carols**

A Allen noted that the Sefton Community Group was starting out with a deficit of $247. She suggested that the Board consider funding $373.50 to each event, which would cover the requested funding of $500 plus the deficit. However she was also aware that the total allocation would then exceed the $500 cap on funding per group. K Rabe advised that although grants were capped at $500 per application, allocation was at the Board’s discretion. She suggested that the application could be split to funding the ANZAC day celebrations in March and then requesting the group to reapply for the Christmas Carol event later in the year.

J Archer suggested that the Board approve $400 for the ANZAC Day Service and requested staff encourage the Group to apply after July for the Christmas Carol event.

Moved J Archer seconded A Thompson

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

(a) **Approves** a grant of $400 to Sefton Community Group towards the costs of running the ANZAC Day Service.

**CARRIED**

S Powell noted that members of the Board were always made welcome at the both events and they were well run and well supported.

R Mather commented the event was deserving of funding.

8 **CORRESPONDENCE**

S Powell tabled a draft letter (Trim No 190311030295) of support from the Woodend-Sefton Community Board to the Sefton Community Hall Committee’s application to the Department of Internal Affairs to fund a feasibility study on whether to repair or
rebuild the Sefton Community Hall. The Board was in agreement in supporting the Committee in its funding application.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for January 2019

S Powell noted the support and attendance of board members to the Sefton Community Hall public meeting and commented that the decision of a feasibility study being undertaken was a logical next step.

Moved S Powell seconded J Meyer

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 190304025690.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 February 2019 (Trim No. 190131010946).

10.2 Rangiora-Ashley Community Board meeting minutes – 13 February 2019 (Trim No 190207013828).

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 18 February 2019 (Trim No 190213016349)

10.4 Youth Council meeting minutes – November 2018.

10.5 Family Violence Prevention – report to Community and Recreation Committee 12 February 2019 (Trim No 190131010856)

10.6 Aquatic Facilities Update – Community and Recreation Committee 12 February 2019 (Trim No 190160003969).

10.7 Capital Projects Report for the period ended 31 December 2018 – report to Audit and Risk Committee 12 February 2019 (Trim No 190128008548).

10.8 Community Facilities – User applications for exemption from fees – report to Community and Recreation Committee 12 February 2019 (Trim No 190129009698).

10.9 Library Update to 31 January 2019 – report to Community and Recreation Committee 12 February 2019 (Trim No 190131011192).

10.10 Summary of Discretionary Grant Accountability 1 July 2017 to 30 June 2018 – report to Kaiapoi Tuahiwi Community Board 18 February 2019 (Trim No 190109001449).

10.11 Summary of Discretionary Grant Accountability 1 July 2018 to 31 December 2018 – report to Kaiapoi Tuahiwi Community Board 18 February 2019 (Trim No 190110002007).

10.12 Summary of Discretionary Grant Accountability 1 July 2017 to 30 June 2018 – report to Rangiora Ashley Community Board 13 February 2019 (Trim No 190109001505).

10.13 Summary of Discretionary Grant Accountability 1 July 2018 to 31 December 2018 – report to Rangiora Ashley Community Board 13 February 2019 (Trim No 190110001941).


10.15 Summary of Discretionary Grant Accountability 1 July 2018 to 31 December 2018 – report to Oxford Ohoka Community Board 7 February 2019 (Trim No 1901100001846).
Moved J Meyer seconded A Blackie

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.15.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 February Diary for R Mather, John Archer, Andrea Allen and Andrew Thompson (Trim No. 190228024378)

11.2 R Mather
- Confirmed that she was unable to attend the New Zealand Community Board Conference in April 2019.

11.3 A Allen
- Commented on the emotive nature of the Sefton Hall meeting and thanked J Meyer for his constructive input.

11.4 A Thompson
- Pegasus Bay Implementation Group – noted the published results of a survey of people at the beach, and that it contained interesting and useful information. While there were some statistical limitations, the survey had a lot of credibility. The next phase would likely involve consultation with local groups and stakeholders such as the Board. A Thompson commended the work of Mike Kwant (Community Projects Officer).

11.5 A Blackie
- Pegasus Bay Implementation Group - advised he would circulate the results of the Pegasus Bay survey to Board members. Council had allocated another $10,000 toward policing beaches.
- There was an upcoming Kite Surfing review. As most kite surfers belonged to Clubs they were self-policing and there were few issues.
- Council matters – noted two ‘In Committee’ reports.
- Noted progress in Regeneration area.

S Powell asked if there had been an update regarding a bylaw on fireworks. A Blackie advised it had not been in the agenda on Tuesday. Staff were waiting on results from the Auckland Council regarding a similar scenario.

11.6 J Meyer
- Noted the Sefton Hall meeting, which had a good attendance/support from the community. The community was grateful for assistance from the Council staff with reports and guidance. He believed the community could work successfully together, including with the school, to build a new hall which would benefit everyone.
- Commented on 30km/hr speed limits through town centres in Northland.
- Commented Western Rangiora development was ahead of time.

12 CONSULTATION PROJECTS

S Powell noted that the Draft Rural Residential Development Strategy and Draft Annual Plan were both out for consultation during March/April. Members were also reminded of the proposed session to consult with residents in Waikuku regarding the welcome sign, drainage and water issues in the near future.
There was some discussion on these consultations. The Board agreed that the Waikuku consultation should be held separately as a standalone event. Staff members would be present to address questions regarding issues around drainage, water supply and roading design as well as the signage. It was agreed to hold the event from 6 to 7.30pm with the date to be finalized in the following week.

K Rabe reminded the Board of the workshop scheduled for Tuesday 26 March at 4pm at the Pegasus Community Centre. This workshop was set up for the Board to collate its submission on the Draft Annual Plan. She suggested using this time to cover both the Draft Annual Plan and the Draft Rural Residential Development Strategy (RRD) submissions. Staff supporting the RRD would be available to answer questions at the start of the workshop.

The Board acknowledged that there had been no drop in session arranged for the Draft Annual Plan in its area and decided that the drop in session already scheduled for the RRD consultation at Woodend Community Centre on 26 March from 5-7pm should be used for both consultations.

13 FOSTERING COMMUNITIES

14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
Balance as at 5 March 2019: $2,932.
14.2 General Landscaping Fund
Balance as at 5 March 2019: $5260.

15 MEDIA ITEMS
The approved discretionary grant applications.

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING
The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 8 April 2019 at the Waikuku Beach Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.01pm.
CONFIRMED

_________________________
Chairperson

_________________________
Date
Workshop

- **Members Forum**
  - Woodend Beach Toilets
  - Beach Access
  - Clarification on roading underspends carried into other projects
1. SUMMARY

1.1 This report is aimed at updating the Woodend Sefton Community Board on progress of the Woodend War Memorial project being undertaken by the Woodend Lions Club with the support of Council Staff.

1.2 As part of the detailed design and engineering stage of this memorial in order to proceed to construction, staff have identified two changes to the original design approved by the Board. These are the change in roof pitch and the final design provided for the artwork along the bottom of the memorial panels.

1.3 Greenspace Staff are supportive of both the reduced pitch of the roof and the proposed artwork and are seeking approval from the Board for these changes.

Attachments:

i. Initial design and location of Woodend War Memorial (Trim 190329046454)
ii. Current design of the Woodend War Memorial (Trim 190329046449)
iii. Proposed Artists rendition of memorial artwork (Trim 190329046450)

2. RECOMMENDATION

THAT the Woodend Sefton Community Board:

(a) Receives report No. 19032946462

(b) Approves the change to the roof pitch of the memorial design and addition of bevelled edge to deter climbing.

(c) Approves the art design within Attachment ii for the panels of the memorial.

3. BACKGROUND

3.1 In 2017 The Woodend Lions Club approached Council with a request to create an official war memorial in Woodend to remember those from Woodend who have fallen and utilised as part of ANZAC day commemoration services.

3.2 A design was created by Peter Dunn and in June 2017 staff brought a report to the Woodend Sefton Community Board seeking approval for the location and design of this
memorial. The report also provided information relating to this memorial to enable the Board to decide on the approval of any General Landscaping funds going towards this project. The design presented to the Board and location can be seen in attachment i.

3.3. The Board approved the proposed location and design and granted $5000 towards this project from the General Landscaping Budget with the addition that Council will fund the hard and soft landscaping around Woodend War Memorial from existing recreation account budgets.

4. **ISSUES AND OPTIONS**

4.1. Since this time, the Woodend Lions Club have successfully gained funds from other sources to pay for this memorial and are now working with Staff and Peter Dunn to get this memorial built.

4.2. As part of this process some detailed design and structural engineering work was required to ensure the memorial was strong, durable and fitting for a public space. This has created a couple of changes which staff felt was important to inform the Board of and to seek approval for the proposed artwork. These changes are discussed below.

4.3. **Roof Pitch**

4.3.1. The original design intent of this memorial was that it would take a form which directly references to a typical war time pill box structure. These normally have very flat roofs however in the report presented to the Board, staff recommended that a pitched roof would reduce the risk of people climbing on top of the structure and enable water runoff.

4.3.2. Since undergoing detailed engineering work with WSP OPUS, it has been highlighted that a lower pitched roof would be better due to the reduced mass of concrete required reducing the weight required for the walls to support. Staff have worked with the engineer to find an agreeable solution to continue to allow water runoff and reduce the risk of people climbing on top.

4.3.3. The current design (Attachment ii) now has a lower pitched roof with a bevelled edge so as to not create an easy grip hold for people to climb on top of the structure. Staff believe that this should be sufficient to prevent people climbing on top and should this become a problem in the future, Staff are confident we can find an appropriate method to adapt the memorial to help prevent this.

4.4. **Memorial Artwork**

4.4.1. Since presenting the concept to the board, Lions have come forward with an addition in the form of the artwork to be included on the face of the memorial panels. This artwork is comprised of poppies growing up through barbed wire and would be moulded as part of the concrete panels. A rendition of this art is included as attachment iii and is supported by the Lions Club who have worked with Peter Dunn to create this artwork.

4.4.2. In the words of the artist, the barbed wire is used to signify the futility of war and oppression, while the poppies migrating from the barbed wire are a recognition of the fallen but also symbolic of rising above hostility. The Lions Club appreciate this strong symbolism being included on the memorial as a modern way of reminding people about the true effects of war and as a tool to educate and provoke thought about what these brave soldiers went through. The local RSA has seen the designs for the memorial and given their approval along with a financial contribution towards the project.
4.4.3. Staff have been working with the artist to ensure that this art is both appropriate and also durable due to the important public nature of this memorial. Greenspace Staff are supportive of the design within this report being included on the memorial.

4.5. The Woodend Lions Club would like to break ground on this project before ANZAC day this year and the contactor who is undertaking this work is ready to do so should Board approval be granted.

4.6. This project is mainly funded by external sources who have contributed funds to the Lions Club for this project and is therefore on the whole a project of the Lions Club of Woodend but in line with a Heads of Agreement with Council, staff are supporting the Lions by providing technical input and oversight of the project.

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

5. COMMUNITY VIEWS

5.1. Groups and Organisations

5.1. This project is a community led project undertaken by the Woodend Lions Club who are part of the Woodend Community. The Lions Club have consulted with the local RSA and shown them the proposed plans to which the RSA have given support and also contributed financially to the project. Staff have had a phone conversation with the RSA President Ian Thompson who has confirmed their support for the project.

5.2. Wider Community

5.3. As this is a community led project that is of a sensitive nature mainly to war veterans with artwork representing fallen soldiers, staff have sought direction solely from the Lions and support from the RSA. Consultation on the Woodend War Memorial with the wider community has therefore not been undertaken.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

6.2. There are no direct additional financial implications to Council associated with the above changes. However should Board approval not be granted there is a risk of the project slowing and potentially other funding sources pulling out from the project. This creates a risk of Council being left with an unfinished project on Council Land and not meeting public expectations that have been raised by the Lions Club. There is a potential financial risk to the Lions Club and them being able to deliver the project

6.3. Community Implications

6.4. With art in the public there is always an expectation that the community will have different views on art and what it stands for. It is also important that this project is undertaken in a safe manner to the contractor and surrounding public and that it is coordinated to ensure the best, most durable outcome is met for the community. It can be difficult for Council to ensure that this is the case when community groups and volunteers are undertaking projects on Council Land.

6.5. Risk Management
6.6. Staff believe that this risk from the artwork has been mitigated as much as possible due to the input from Lions Club members and the RSA to ensure that the art is respectful to those who have fought for our country and delivered us freedom. Staff have a signed Heads of Agreement with the Woodend Lions Club which stipulates that they will pay for the work being undertaken and Council staff will manage the work being done to ensure it is done safely and in an appropriate manner.

6.7. **Health and Safety**

6.8. Staff will work with the contractor to ensure that Health and Safety plans are in place before work commences on site and have received a producer statement from the engineer stating that the design of the structure is safe and appropriate for this memorial.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

Reserves Act 1977

7.3. **Community Outcomes**

7.4. **Community Outcomes**

7.4.1. **There is a safe environment for all.**

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

7.4.2. **The community’s cultures, arts and heritage are conserved and celebrated**

- Heritage buildings and sites are protected and the cultural heritage links with our past is preserved.

7.4.3. **Public spaces and facilities are plentiful, accessible and high quality**

- There is a wide variety of public places and spaces to meet people’s needs.

7.5. **Delegations**

The Woodend Sefton Community Board have the delegated authority to approve the changes to the design discussed within this report.
Woodend War Memorial Concept Design

Note: Artistic impression only, Not to scale
Woodend War Memorial
Proposed Design
1. **SUMMARY**

1.1 The purpose of this report is to provide a Pre-approved Road Name list to be used for the naming of new roads in the Community Board area.

1.2 The list of names will be made available to developers when initiating road naming as part of future developments in the area.

Attachments:

i. Pre-approved Woodend-Sefton Road Naming List. (Trim 190321037831)

ii. Policy for Naming of Roads in the District. (Trim 120712043907)

2. **RECOMMENDATION**

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

(a) **Receives** report No. 190321037885.

(b) **Approves** the attached list of road names as a Pre-approved Road Name List to be used for the naming of new roads in the Community Board area. (Trim 190321037831)

3. **BACKGROUND**

3.1 Due to the increased development in the Woodend-Sefton Community Board area from the Ravenswood and similar subdivisions, it was evident that a master list of pre-approved road names would be required.

3.2 This list will be used to assist the Board and developers when naming of new roads in the area.

4. **ISSUES AND OPTIONS**

4.1 A workshop was held on 11 March 2019 with the Woodend-Sefton Community Board members to confirm a full list of names to be considered for approval. The list has been compiled based on local historic names provided by local historian John Harris as well as names put forward by the Board members and Council staff.
4.2. Developers may still submit their own names for consideration when undertaking a development, however having a Pre-approved road naming list in place means the Board can refer to this should they want to replace any of the names.

4.3. Both the Rangiora-Ashley Community Board and Kaiapoi-Tuahiwi Board both have their own lists of pre-approved road names.

4.4. The list has been assessed by staff for errors and authenticity with any duplicate names being excluded. Additional names may be added to the list in due course, but these will need to be checked by staff before being presented in a report to the Community Board.

4.5. **Options Considered**

4.5.1. Approve the full name list as proposed.

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

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

While not directly with groups and organisations, the Board workshop was an opportunity for collective knowledge to be applied in suggesting approvable local names.

The Pegasus Resident’s Group, Woodend Community Association and Ngai Tuahriri Runanga were invited to contribute names to the list.

5.2. **Wider Community**

As above.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

Road naming occurs within established and budgeted procedures and costs.

6.2. **Community Implications**

The list of road names has been compiled based on local, historic names which are relevant to the Woodend- Sefton area. The Pre-approved road name list will be made available on the Council’s website for use by developers.

The members of the public will have the opportunity to offer suggestions for road names to be added to the list, but these will need to be checked by Council staff before being put forward for approval.

6.3. **Risk Management**

Having pre-approved list which has been checked against that of other Boards reduces the risk and any confusion of similar names being promoted that could lead to community and emergency services confusion.

6.4. **Health and Safety**

As above.
7. CONTEXT

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

7.2. Legislation
Local Government Act 1974 sec 319 (1) (j)

The Council shall have power in respect of roads to: name and alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

7.3. Community Outcomes
Not applicable.

7.4. Delegations
The Woodend-Sefton Community Board has the delegated power on behalf of the Council to approve the naming of new roads in the area.

Scott Morrow
Rates Officer Land Information
## Master List of Pre-approved Woodend-Sefton Road Names
### 21 March 2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aitkin</td>
<td>Early Settlers in the area.</td>
</tr>
<tr>
<td>Antill</td>
<td>William Antill - A stock dealer and butcher, Woodend.</td>
</tr>
<tr>
<td>Archer</td>
<td>Nathaniel Archer - Flower Miller, Ravenswood Roller Flour Mill.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> name to be used in conjunction with full name as Archer Place in use in Rangiora.</td>
</tr>
<tr>
<td>Borland</td>
<td>Robert J Borland - Early settler, Woodend.</td>
</tr>
<tr>
<td>Brockenhurst</td>
<td>The name of the farm where Ravenswood is located.</td>
</tr>
<tr>
<td>Chambers</td>
<td>Fred Chambers - Farmer, butcher, Woodend.</td>
</tr>
<tr>
<td>Cleaver</td>
<td>Henry Cleaver - Early settler, Woodend.</td>
</tr>
<tr>
<td>Corlett</td>
<td>Alfred Corlett - Early settler, Woodend.</td>
</tr>
<tr>
<td>Cousins</td>
<td>Richard Cousins - Farmer Waikuku.</td>
</tr>
<tr>
<td>Counsell</td>
<td>James Counsell - Stock dealer and butcher, Woodend.</td>
</tr>
<tr>
<td>Crawford</td>
<td>James Crawford - Farmer, Pegasus.</td>
</tr>
<tr>
<td>Crossley</td>
<td>John (Dampier-Crossley) - Farmer of Brockenhurst Estate.</td>
</tr>
<tr>
<td>Croydon</td>
<td>Name of town where John Raven was born.</td>
</tr>
<tr>
<td>Curtis</td>
<td>Alfred Curtis - Miller, Ravenswood.</td>
</tr>
<tr>
<td>Cutler</td>
<td>Thomas Cutler - Headmaster, Woodend.</td>
</tr>
<tr>
<td>Dellow</td>
<td>Rev John Dellow - Methodist minister, Woodend.</td>
</tr>
<tr>
<td>Edlin</td>
<td>George Edlin - Early settler, Woodend.</td>
</tr>
<tr>
<td>Eldridge</td>
<td>Thomas Eldridge - Sawmiller, Woodend.</td>
</tr>
<tr>
<td>Ellmers</td>
<td>Fred Ellmers - Early settler, Woodend.</td>
</tr>
<tr>
<td>Flutey</td>
<td>Charles Flutey - Born in Okains Bay but farmed land in Woodend.</td>
</tr>
<tr>
<td>Gossett</td>
<td>C H Gossett - Vicar, Woodend, 1885.</td>
</tr>
<tr>
<td>Griffiths</td>
<td>Thomas Griffiths - Farmer Waikuku, was one of first elected members of the local school committee.</td>
</tr>
<tr>
<td>Grimwood</td>
<td>Robert Grimwood - Miller, Ravenswood.</td>
</tr>
<tr>
<td>Henshaw</td>
<td>Joshua Henshaw - Wool manager.</td>
</tr>
<tr>
<td>Herridge</td>
<td>Fred Herridge - Farmer, clergyman, Ravenswood.</td>
</tr>
<tr>
<td>Higgins</td>
<td>Early settler, Woodend.</td>
</tr>
<tr>
<td>Kotua</td>
<td>Rau Kotua - An early Resident of Woodend.</td>
</tr>
<tr>
<td>Ligget</td>
<td>Robert Ligget - Farmer of “Tullyhue” Waikuku.</td>
</tr>
<tr>
<td>Lorimer</td>
<td>James Lorimer - A ploughman, Woodend.</td>
</tr>
<tr>
<td>Luisetti</td>
<td>Early Woodend family. (also on Rangiora Road Naming list)</td>
</tr>
<tr>
<td>McQuillan</td>
<td>Robert McQuillan - Farmer Waikuku, Woodend.</td>
</tr>
<tr>
<td>Merhrtens</td>
<td>Henrich Merhrtens - Farmer, Woodend.</td>
</tr>
</tbody>
</table>

Pre-approved Road Name List as at 21 March 2019
<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oakleigh</td>
<td>Name of pastoral run acquired by John Raven.</td>
</tr>
<tr>
<td>Pateman</td>
<td>Edward C Pateman - Farmer of Beaconsfield Farm, Woodend.</td>
</tr>
<tr>
<td>Quinn</td>
<td>John A Quinn. Farmer at Ravenswood.</td>
</tr>
<tr>
<td>Rhodes</td>
<td>Owned sheep station next to John Raven.</td>
</tr>
<tr>
<td>Rudd</td>
<td>John Rudd - A farmer, Woodend.</td>
</tr>
<tr>
<td>Salkeld</td>
<td>John Salkeld - A carpenter and undertaker, Woodend.</td>
</tr>
<tr>
<td>Sills</td>
<td>Robert Sills - Contractor, Woodend.</td>
</tr>
<tr>
<td>Skevington</td>
<td>Charles Skevington - Born in Bedfordshire farmer, Waikuku.</td>
</tr>
<tr>
<td>Stackwood</td>
<td>Daniel Stackwood - An early Resident.</td>
</tr>
<tr>
<td>Steadman</td>
<td>Thomas Miller Steadman - Woodend.</td>
</tr>
<tr>
<td>Stonyer</td>
<td>William Stonyer - Built the Ravenswood Mill.</td>
</tr>
<tr>
<td>Te Pakiaka</td>
<td>Name of farm in Woodend, run by Frederick Horrell.</td>
</tr>
<tr>
<td>Thirlwall</td>
<td>William Thirlwall - A gardener at 'Wairoa'.</td>
</tr>
<tr>
<td>Tinkler</td>
<td>Walter Tinkler - Wool classer.</td>
</tr>
<tr>
<td>Weaver</td>
<td>Thomas Weaver - A farmer, Woodend.</td>
</tr>
<tr>
<td>Wilkin</td>
<td>Owned sheep station next to John Raven.</td>
</tr>
<tr>
<td>Witte</td>
<td>Bernard P H Witte - A brick maker, Woodend.</td>
</tr>
<tr>
<td>Woodford</td>
<td>Pioneer of flour milling in Woodend.</td>
</tr>
</tbody>
</table>

Disclaimer: All names submitted to the Woodend-Sefton Community Board for consideration are received in good faith. The Board does not check spelling or history details. Errors will be accepted and corrected where possible.
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

1 Introduction
The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

2 Policy Context
This policy applies where proposed roads and other vehicular accesses are being created either through subdivision development or the formation of existing unformed legal roads and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

3 Policy Objective
This policy specifies Council’s requirements for the naming of roads and vehicle accesses throughout the District to provide a consistent and comprehensive approach to naming of roads in the District.

The Waimakariri District Council is responsible for the naming of roads by the Local Government Act 1974 section 319(j).

4 Policy Statement

4.1 The Council’s four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.

4.2 Re-naming of streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.

4.3 Where a street is named for the first time or a street name is altered then the District Land Registrar, the Chief Surveyor, NZ Fire Service, Telecom, MainPower, valuation service provider, NZ Police, Civil Defence, and the Canterbury Regional Council shall be informed of the new name or change.

4.4 Where an existing street is extended, the street extension will be the same name as that of the existing street.

4.5 All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant’s expense, and relevant road signs shall be suitably annotated “Private Road”.

All private roads that are to be named, are to have a minimum of four lots with access from the private road.

4.6 A new street or road shall not be named the same or similar to a street or road already in existence in the District.

4.7 Council’s ‘List of Approved but Unallocated Road Names’

The list of unallocated potential road names for the Waimakariri District is maintained by Customer Services. Names approved for addition to the List of Approved but Unallocated
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.

From time to time a road name may no longer need to be used as two or more roads may be jointed into one road or a road may be permanently closed. In both of these cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.

The list of Approved but Unallocated Road Names will be reviewed by the Community Boards every six years.

4.8 Naming of streets in new subdivisions:

The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community Boards by applying the clauses of this policy.

4.9 Approval Criteria and Weighting

The following factors shall be taken into account when selecting street, road or private road names in the Waimakariri District:

(a) The proposed name has local historical, cultural, environmental or geographical significance - e.g. Torlesse, Boys, Ashley, Cam.

(b) Maori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.

(c) Significant and well known or previously well known names of farms, properties or run holdings – e.g. Coldstream, Carleton.

(d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.
**NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY**

4.10 Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011.

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Abbreviation</th>
<th>Description</th>
<th>Open ended</th>
<th>Cul-de-sac</th>
<th>Pedestrian only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alley</td>
<td>Aly</td>
<td>Usually narrow roadway in a city or town.</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Arcade</td>
<td>Arc</td>
<td>Covered walkway with shops along the sides.</td>
<td>√</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Avenue</td>
<td>Ave</td>
<td>Broad roadway, usually planted on each side with trees.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Boulevard</td>
<td>Blvd</td>
<td>Wide roadway, well paved, usually ornamented with trees and grass plots.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Circle</td>
<td>Cir</td>
<td>Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Close</td>
<td>Cl</td>
<td>Short enclosed roadway.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Court</td>
<td>Crt</td>
<td>Short enclosed roadway, usually surrounded by buildings.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Crescent</td>
<td>Cres</td>
<td>Crescent shaped roadway, especially where both ends join the same thoroughfare.</td>
<td>√</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drive</td>
<td>Dr</td>
<td>Wide main roadway without many cross-streets</td>
<td>√</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Esplanade</td>
<td>Esp</td>
<td>Level roadway along the seaside, lake, or a river.</td>
<td>√</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glade</td>
<td>Gld</td>
<td>Roadway usually in a valley of trees.</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Green</td>
<td>Grn</td>
<td>Roadway often leading to a grassed public recreation area</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Grove</td>
<td>Grv</td>
<td>Roadway that features a group of trees standing together.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Highway</td>
<td>Hwy</td>
<td>Main thoroughfare between major destinations.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Lane</td>
<td>Lane</td>
<td>Narrow roadway between walls, buildings or a narrow country roadway.</td>
<td></td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td>Loop</td>
<td>Loop</td>
<td>Roadway that diverges from and rejoins the main thoroughfare.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Mall</td>
<td>Mall</td>
<td>Wide walkway, usually with shops along the sides.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Mews</td>
<td>Mews</td>
<td>Roadway in a group of houses.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Parade</td>
<td>Pde</td>
<td>Public roadway or promenade that has good pedestrian facilities along the side.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Place</td>
<td>Pl</td>
<td>Short, sometimes narrow, enclosed roadway.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Promenade</td>
<td>Prom</td>
<td>Wide, flat walkway, usually along the water’s edge.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Quay</td>
<td>Qy</td>
<td>Roadway alongside or projecting into water.</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Rise</td>
<td>Rise</td>
<td>Roadway going to a higher place or position.</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Road</td>
<td>Rd</td>
<td>Open roadway primarily for vehicles.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Square</td>
<td>Sq</td>
<td>Roadway which generally forms a square shape, or an area of roadway bounded by four sides.</td>
<td></td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td>Steps</td>
<td>Stps</td>
<td>Walkway consisting mainly of steps.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td>St</td>
<td>Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.</td>
<td></td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Terrace</td>
<td>Tce</td>
<td>Roadway on a hilly area that is mainly flat.</td>
<td></td>
<td>√</td>
<td>√</td>
</tr>
</tbody>
</table>
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Abbreviation</th>
<th>Description</th>
<th>Open ended</th>
<th>Cul-de-sac</th>
<th>Pedestrian only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Track</td>
<td>Trk</td>
<td>Walkway in natural setting.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walk</td>
<td>Walk</td>
<td>Thoroughfare for pedestrians.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Way</td>
<td>Way</td>
<td>Short enclosed roadway.</td>
<td></td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td>Wharf</td>
<td>Whrf</td>
<td>A roadway on a wharf or pier.</td>
<td>√</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*AS/NZS 4819:2011 Appendix B, Road Types – New Zealand

5 Links to other policies and community outcomes

This policy should be read in conjunction with:

5.1 Local Government Act 1974 s319(j).

5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.

5.3 Community Outcome:

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- Public organisations make information about their plans and activities readily available
- Public organisations make every effort to accommodate the views of people who contribute to consultations

5.4 Waimakariri District Council, District Plan, Chapter 38, Road Names.

6 Adopted by and date

This Policy was approved by the Council’s Resource Management and Regulation Committee and subsequently adopted by the Council on 2 April 2013.

7 Review

Review every six years or sooner on request.
1. **SUMMARY**

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presbyterian Support Upper South Island</td>
<td>Living Well in Waimakariri 2019 - Towards the cost of running the event: An Expo of Ideas to Live Well and Give Well</td>
<td>$250</td>
</tr>
<tr>
<td>Northside Boardriders Club Inc.</td>
<td>Towards the cost of two rescue boards for the Winter Freeze event and ongoing club use</td>
<td>$500*</td>
</tr>
<tr>
<td></td>
<td><strong>Total:</strong> $750</td>
<td></td>
</tr>
</tbody>
</table>

1.2. Current balance: $1,530.

**Note** that the Northside Boardriders Club requested $1,000 but has been advised that the Board’s maximum is $500.

**Attachments:**

i. Application from Presbyterian Support (Trim Ref: 190305026174)

ii. Application from Northside Boardriders Club Inc. (Trim Ref: 190326043181)

iii. Spreadsheet showing previous two years grants.


2. **RECOMMENDATION**

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

(a) **Receives** report No. 190313032779.

(b) **Approves** a grant of $..................... to Presbyterian Support Upper South Island towards the cost of running the event: ‘An Expo of Ideas to Live Well and Give Well’.

**OR**

(c) **Declines** the application from Presbyterian Support.
(d) Approves a grant of $..................... to Northside Boardriders Club Inc. towards the cost of two rescue boards for the Winter Freeze event and ongoing club use.

OR

(e) Declines the application from Northside Boardriders Club Inc.

3. BACKGROUND

3.1. Presbyterian Support is seeking funding towards the cost of an event which seeks to reduce social isolation and enhance wellbeing amongst older people: An Expo of Ideas to Live Well and Give Well.

3.2. Northside Boardriders Club Inc. is seeking funds towards the cost of two rescue boards which can be used for the Winter Freeze surf competition on 11 May 2019 and club members in general.

4. ISSUES AND OPTIONS

4.1. Presbyterian Support organised an inaugural Older Person’s Expo event on Wednesday 28 February 2018 with the theme Live and Give. The 2018 expo attracted over 300 participants, with 25 local organisations taking part and was focussed on reducing social isolation and enhancing wellbeing.

4.2. It is proposed to hold a similar event, utilising the learnings from last year, on Thursday 11 April 2019. It is anticipated that over 400 people will attend of whom approximately 15% will be from the Board’s community area.

4.3. The event will utilise and reflect on research seeking to mitigate the impact of social isolation and declining mental health in older people. It seeks to build individual and community resilience with a further aim to reduce mental illness and suicide in the older age group. Multiple agencies will collaborate to run and participate in the expo which also fits with the Council’s Age Friendly Community Strategy. It will also showcase opportunities to receive and give service and connection in the Waimakariri community.

4.4. The event is also being financially supported by Pegasus Health and the Rural Public Health Organisation with further funds being sought from Lions and Rotary. These latter funds are not yet confirmed. The event will go ahead if this request for funding is declined.

4.5. The group received $500 from the Rangiora-Ashley Community Board in December 2017 towards the costs of the 2018 event. All financial information and Accountability Forms have been received. The Rangiora-Ashley Community Board also allocated $500 at its March meeting to support the event. The group has also submitted an application to the Kaiapoi-Tuahiwi Community Board.

4.6. Northside Boardriders Club Inc. have organised the Winter Freeze competition for the last two years and are planning for this year’s event on 11 May 2019.

4.7. This is the only boardriding club in the North Canterbury region and the club ethos is to support all children to develop a love of the ocean. Many children are interested in having a go at surfing which can then lead on to formal lessons from the club. The rescue boards will be available for the competition and then to all those attending the junior club during the summer months.

4.8. At least 50 children are anticipated to benefit from the use of the rescue boards either at the event or at the club in the future, with 70% of these being from the Board’s community area.
4.9. The total cost of the two boards is $2,000. The club are aware that the Board guidelines have a maximum of $500. The project will continue if funds are declined. Financial information has been supplied.

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

4.11. The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1. Community organisations in applying to the Board’s Discretionary Grant, are seeking to assist sectors of the community and in this instance very young children.

6. FINANCIAL IMPLICATIONS AND RISKS

6.1. Financial Implications

The Annual Plan for 2018/19 includes budget provision for the Woodend-Sefton Community Board of $4,750. The requested grants for consideration in April 2019 total $750.

The current balance of the grant fund is $1,530.

The application criteria specify that grants are normally limited to a maximum of $500 any one financial year (July to June) but the group can apply up to twice in that year providing it is for different projects.

GST is paid to appropriately registered groups where applicable above the Board resolved values.

6.2. Community Implications

A wide range of people will benefit from the Live Well Give Well event and from the ongoing networking and support that will develop.

Many young people and their families will benefit from the use of the rescue boards.

6.3. Risk Management

There are no risks to the Council.

6.4. Health and Safety

The Live Well Give Well event contributes to enhanced wellbeing and seeks to reduce mental illness and suicide in older people. Presbyterian Support will be responsible for any health and safety risks during the event.

The Boardriders Club will be responsible for all Health and safety aspects of both the Winter Freeze event and the ongoing use of the rescue boards.

7. CONTEXT

7.1. Policy

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

7.2. Legislation

Not applicable.
7.3. **Community Outcomes**  
People are friendly and caring, creating a strong sense of community in our District.

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

Participation in community-based support and services is acknowledged and encouraged.

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

Kay Rabe  
Governance Adviser
Groups Applying for Board Discretionary Grants 2018/2019

Name of Group: Living Well In Waikariri

Address: 258 High St, Rangiora. 7440. P.O.Box 665, Rangiora 7400

Contact Person within Organisation: Kirstin Dingwall-Okoye

Position within Organisation: Elder Care Canterbury Coordinator: Enliven FSUSI

Contact phone number: 033638225 Email: kirstind@fsusi.org.nz

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

With a focus on reducing social isolation and enhancing wellbeing amongst older people this event, held in the Waimakariri District, drew over 300 participants in its inaugural form in February 2018. The Expo was a collaboration of some key local providers, involving more than 25 local organisations offering participants the opportunity to engage with their services, as well as clubs run by local people. This event showcased the variety of opportunities to receive and give service & connection in the Waimakariri community.

The themes we draw on will echo what positive ageing research tells us about the centrality of supportive and meaningful relationships to mitigating the impact of relative isolation and declining mental health. Individual and community resilience and wellbeing are also protective factors against what appears to be an increase in mental illness and suicide in OA.

What is the timeframe of the project/event date? 11 April 2019

Overall Cost of Project: $3580 Amount Requesting: $250

How many people will directly benefit from this project? 400

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

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

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

Woodend-Sefton 15 % Rangiora-Ashley 50 % Oxford-Ohoka 10 % Kaiapoi-Tuaheni 25 %

Other (please specify):

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

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

Although if we do not receive local funding then we will have to apply for funding from outside our area. We are wanting this to be an initiative for our local community, therefore are applying locally.
What are the direct benefit(s) to the participants?
Opportunity to socialize on the day, identify options that people may wish to engage with as consumers (receive assistance) or that they can contribute to as volunteers (give assistance). However this is a community engagement approach, the event is something we give to the community in order to open communication. Then we want to listen to and hear from the participants about their view, their needs.

What is the benefit(s) to your organisation?
This is a collaborative approach involving multiple organisations. The benefits are that rather than a committee or network meeting approach we are forming a group around an activity. This rapidly takes the group through the dynamics of forming to the output of performing as a group. We will cement existing relationships and develop new ones. We will identify the resources our organisations have and add these to the responses available.

What are the benefit(s) to the Woodend-Sefton community or wider district?
An event for older people in the community. This fits in with the Age Friendly Community strategy that WDC is currently engaging with. Especially considering the demographic that an Older Persons Expo attends to is growing exponentially in this community. Lots of events happen for children and families, but very few for older people. Live and Give 2018 had over 300 pp, in 2019 more will attend as the evaluation show that this Older Adult community want this again.

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

If yes, name of parent group
Presbyterian Support Upper South Island

What is the relationship between your group and the parent group?
PSUSI continue to be invested into collaborating with others to attend to the community needs.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:
Pegasus Health and the Rural PHO
Spoken to Lions and Rotary, U3A have donated $100.
Rangiora - ashley have given $500. We have applied to Kaiapoi - Tuahiwi board as well for $500.

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

If yes, please supply details:
Rangiora - ashley have given $500. We have applied to Kaiapoi - Tuahiwi board as well for $500.

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

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

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

Signed: [Signature]  Date: 20/07/2018
PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND)
STANDARTrSTATEMENT OF COMPREHENSIVE REVENUE & EXPENSE
FOR THE YEAR ENDED 30 JUNE 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>REVENUE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue from Operations</td>
<td>2</td>
<td>7,515,673</td>
</tr>
<tr>
<td>Other</td>
<td>2</td>
<td>78,641</td>
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<tr>
<td>Total Operating Revenue</td>
<td></td>
<td>7,594,314</td>
</tr>
<tr>
<td>EXPENSES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>4</td>
<td>9,813,878</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>4</td>
<td>366,083</td>
</tr>
<tr>
<td>Finance Expenses</td>
<td>3</td>
<td>12,846</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td>4</td>
<td>10,192,807</td>
</tr>
<tr>
<td>OPERATING SURPLUS/(DEFICIT)</td>
<td></td>
<td>(2,598,493)</td>
</tr>
<tr>
<td>SUPPORTED BY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>9</td>
<td>1,233,218</td>
</tr>
<tr>
<td>Legacies Received</td>
<td></td>
<td>143,875</td>
</tr>
<tr>
<td>Capital Grants and Donations</td>
<td></td>
<td>19,048</td>
</tr>
<tr>
<td>Demolition Expense</td>
<td></td>
<td>15,815</td>
</tr>
<tr>
<td>Loss on Disposal of Property, Plant and Equipment</td>
<td></td>
<td>452,192</td>
</tr>
<tr>
<td>Total Support Items</td>
<td></td>
<td>1,864,148</td>
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<tr>
<td>Share of equity accounted investees surplus for the year</td>
<td>12</td>
<td>1,213,915</td>
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<tr>
<td>SURPLUS</td>
<td></td>
<td>479,570</td>
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<tr>
<td>OTHER COMPREHENSIVE REVENUE AND EXPENSE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gain on revaluation of available for sale financial assets</td>
<td>9</td>
<td>1,282,258</td>
</tr>
<tr>
<td>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</td>
<td></td>
<td>1,761,828</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these statements.
## PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND) STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2018

### ASSETS

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>6</td>
<td>681,105</td>
</tr>
<tr>
<td>Receivables (from exchange transactions)</td>
<td>7</td>
<td>441,797</td>
</tr>
<tr>
<td>Recoverables (from non-exchange transactions)</td>
<td>8</td>
<td>1,250</td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>41,537</td>
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<tr>
<td>Interest Receivable</td>
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<td>66,486</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td></td>
<td>1,232,175</td>
</tr>
<tr>
<td><strong>NON-CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property, plant and equipment</td>
<td>11</td>
<td>7,645,123</td>
</tr>
<tr>
<td>Wightman Trust Property</td>
<td>10</td>
<td>3,601,879</td>
</tr>
<tr>
<td>Investments</td>
<td>9</td>
<td>25,382,928</td>
</tr>
<tr>
<td>Equity accounted investees</td>
<td>12</td>
<td>5,768,905</td>
</tr>
<tr>
<td>Loan to Wets Road Consortium</td>
<td>21</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td></td>
<td>42,398,835</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td></td>
<td>43,631,010</td>
</tr>
</tbody>
</table>

### LIABILITIES

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables (from exchange transactions)</td>
<td>13</td>
<td>619,827</td>
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<tr>
<td>Employee Benefit Liability</td>
<td>14</td>
<td>713,203</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>15</td>
<td>133,855</td>
</tr>
<tr>
<td>Goods and Services Tax</td>
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<td>3,812</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
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<td>1,470,697</td>
</tr>
<tr>
<td><strong>NON-CURRENT LIABILITIES</strong></td>
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<td></td>
</tr>
<tr>
<td>Borrowings - Tancred Street</td>
<td>16</td>
<td>243,125</td>
</tr>
<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td></td>
<td>243,125</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
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<td>1,713,822</td>
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</table>

### EQUITY

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Accumulated Revenue and Expense</td>
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<td>39,006,459</td>
</tr>
<tr>
<td>Available for Sale Reserve</td>
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<td>2,807,729</td>
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<tr>
<td>Special Funds Reserve</td>
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<td>103,000</td>
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<tr>
<td><strong>Total Equity</strong></td>
<td></td>
<td>41,917,188</td>
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</table>

### TOTAL LIABILITIES AND EQUITY

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND EQUITY</strong></td>
<td></td>
<td>43,631,010</td>
</tr>
</tbody>
</table>

Signed on behalf of the Board: [Signature]

Board Chairperson: [Signature] Date: 31/10/2018

Chief Executive Officer: [Signature] Date: 31/10/2018

The accompanying notes form part of these statements.
Flat Fold Paper Handle Carry Bags

Paper carry bags with a flat fold paper handle.

Available in Natural Kraft, Black, White and Colours

No minimums.

<table>
<thead>
<tr>
<th>Description</th>
<th>SKU</th>
<th>UoM</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flat Fold Paper Handle Carry Bags - White, #40 200x100x285mm</td>
<td>PPG3338</td>
<td>EACH</td>
<td>400</td>
<td>172.00</td>
</tr>
</tbody>
</table>

Excluding GST 400 172.00

All prices are indicative only.
14/03/2018

What would we do differently?

- Have IT support for the sound and powerpoint presentations and slide show
- Have a task spreadsheet that is updated and shared amongst the committee (as well as the stall holders spreadsheet)
- Continue with one main person as the ‘driver’ or coordinator
- Add an administrator role working alongside the driver.
- On the poster have the times that the speakers are starting, stall holders, – lots thought it was come any time between 1.30 and 3.30
- Discussed having in school holidays so students not using carpark for their cars, but too cold in April and at end of year is the big Papanui Age Concern one and PS has their own event out here. Decided to keep it about this time.
- Suggestion set up an interview scenario on stage rather than speakers
- Feedback to date: 44 green slip returns and 38 white returns. Suggest single questions, more professional speakers, larger screen, larger writing on power points, more room around chairs, more spot prizes, retirement options (Eldernet have information and are independent of retirement complexes)
- Apply more funding e.g. Rata, Lions, Schiropractors - cost $3,080 total

Tasks still to do:

- Reporting back re grants – Riccarton Rotary, Rangiora/Ashley Community Board - Vicki
- Analyse surveys/feedback – Nicola
- Ask for feedback from stall holders – Kirstin
- Thank you advertisement in both papers – Nicola and Vicki
- Next step re engaging with those older people that wish to be a part of a wellbeing group ongoing – David

Au revoir and many thanks for your valuable contributions Bryon.
28 February 2018

SUMMARY of FEEDBACK from attendees

220 Expo Bags were distributed on the day

Green Feedback Forms
- 44 evaluation forms were returned
- Of those 42 respondents stated they would attend the event if it was held again
  - Suggestions for improvements that related to the venue included; sound system, seating and parking.
  - Suggestions for changes to the format included; shorter and more focused speeches.
  - Additional areas of interest identified were: arthritis, crohns disease, mens health, mental health and heart disease.
  - Some people also stated they would like to see information concerning tramping, dance and local retirement solutions and options.
- 25 respondents stated the Expo was of value to them.

White Feedback Forms

Things that nourish attendees
- spirit and make their hearts sing
- Included:
  - Family
  - Talking to people
  - Seeing Friends
  - Socializing, people contact
  - Communication
  - Friendliness
  - Doing stuff, activities
  - Walking
  - exercise
  - Gardening
  - Dancing
  - Marriage
  - Being a happy person
  - Sharing the love
  - God and Church
  - Totara Club
  - Volunteering
  - Beach walks
  - Being active
  - Helping others
  - Glamping
  - Just being above the ground
  - meditation
  - Being healthy (at 91)
  - Menz shed
  - Going out to lunch
  - Good weather
  - Positive attitude
  - knitting
  - shows
  - meals out
  - movies

When did they last do these things:
- Every day
- Every week
- Two months ago
- Too long ago

Things that stops them doing these things included:
- Mobility
- The weather
- Being unwell
- Time is running out
- Transport/Traffic
- Back problems
- Laziness
- Bad mood from arthritis
- Don’t know many people as new to the district
- Other appointments
- Too busy
- Finding a place
- Feeling sorry for myself
- Rheumatoid arthritis
- Loneliness
- Time commitments
- Opinionated people
Information to assist groups with their application

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

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

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

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

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

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

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

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

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

- Grant applications will be considered every month by the Woodend-Sefton Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Generally funding grants will be a maximum of $500 in any one financial year (July 2018 to June 2019) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- The group should have strong links with the Woodend-Sefton community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Woodend-Sefton Community Board.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An accountability form must be provided to the Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

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

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

Or hand deliver to:
- Oxford Library & Service Centre, 34 Main Street, Oxford
- Rangiora Service Centre, 215 High Street, Rangiora
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi

What happens next?
- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board’s decision and if successful an invoice and your organisation’s bank account details will be requested.
- On receipt of this information payment will be processed to your organisation’s bank account.
WOODEND-SEFTON COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2018/2019

Name of Group: Northside Boardriders Club Inc

Address: 19 Cross Street Waikuku Beach

Contact Person within Organisation: Tania Huria

Position within Organisation: President

Contact phone number: 0276301275   Email: tania.huria@otago.ac.nz

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

The Northside Boardriders have been organising the Joyce and Co Winter Freeze surf competition for the previous 2 years, 2019 will be the third year. The NS boardriders has a club ethos of supporting all North Canterbury children to develop a love of the ocean. The Joyce and Co Winter Freeze is a fun competition that celebrates and supports young people giving competitive surfing a go, becoming environmentally aware and creating community spirit.

The Joyce and Co Winter Freeze has surfers from as young as 9 years old through to 17 years old, and last year we had over 50 competitors. The grant funding will be used to purchase 2 rescue boards that are required to run an event like this. The rescue boards will also be used by the club during other club activities throughout the summer, supporting the community of Waikuku Beach.

What is the timeframe of the project/event date? 11th May 2019

Overall Cost of Project: $2000.00   Amount Requesting: $1000.00

How many people will directly benefit from this project? 50

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:

Woodend-Sefton 70 %  Rangiora-Ashley %  Oxford-Ohoka %  Kaiapoi-Tuahiwi %

Other (please specify): 30% is people from outside the district. Kaikoura, Christchurch, Dunedin

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 again have to hire rescue equipment that is becoming an extra cost to the competition that we currently can not keep acquiring. In the long run owning our own equipment will be cost effective as well as benefiting the safety of youth surfers in the community.
WOODEND-SEFTON COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?
The rescue boards will be available during the Joyce and Co event, as well as being available every week during the summer months at Northside Boardriders junior club nights.

What is the benefit(s) to your organisation?
Having this equipment means that as an organisation will be able to run more events in the community.

What are the benefit(s) to the Woodend-Sefton community or wider district?
Many children in the community are really interested in giving surfing a go. The next step from having surf lessons is to join a boardriders club. We are the only boardriders in the North Canterbury region and having this equipment will support youth surfing development in the Woodend - Sefton and wider North Canterbury region immensely.

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

☐ Yes  ✓ No

If yes, name of parent group

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

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

We will be applying for a North Canterbury Sporting event grant to help support publicity for the Joyce and Co event.

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

☐ Yes  ✓ No

If yes, please supply details:

Enclosed  ☑ Financial Balance Sheet and Income & Expenditure Statement (compulsory - your application cannot be processed without financial statements)

☐ Supporting costs/quotes

☐ Other supporting information

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

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

Signed:  
Date: 22/03/2019
## Northside Boardriders
### Income and Expenditure Statement for the Year Ended 30 August 2018

2018

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Revenue - Winter Freeze</td>
<td>2,079</td>
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<tr>
<td>Sponsorship - Winter Freeze</td>
<td>3,250</td>
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<tr>
<td>Interest</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>5,331</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Expenses (Winter Freeze)</td>
<td>3,185</td>
</tr>
<tr>
<td><strong>Total Cash Expenses</strong></td>
<td>3,185</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>3,185</td>
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</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Income (Loss) for Year</strong></td>
<td>2,146</td>
</tr>
</tbody>
</table>

*NOTE: This Statement is to be read in conjunction with the accompanying Notes and the Accountant's Statement*
## Northside Boardriders
### Statement of Financial Position
#### As At 30 August 2018

2018

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TERM LIABILITIES</strong></td>
<td></td>
</tr>
<tr>
<td>Associations Equity</td>
<td></td>
</tr>
<tr>
<td>Brought Forward</td>
<td></td>
</tr>
<tr>
<td>Association's Equity Bwgt Forward</td>
<td>4,579</td>
</tr>
<tr>
<td>Net Income (Loss) For Year</td>
<td>2,146</td>
</tr>
<tr>
<td></td>
<td>6,725</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>6,725</td>
</tr>
</tbody>
</table>

NOTE: This Statement is to be read in conjunction with the accompanying Notes and the Accountant's Statement
<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRENT ASSETS</td>
<td></td>
</tr>
<tr>
<td>Bank Account - ANZ</td>
<td>6,724</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>6,724</td>
</tr>
</tbody>
</table>

NOTE: This Statement is to be read in conjunction with the accompanying Notes and the Accountant's Statement.
Northside Boardriders

Annual Report
for the Year Ended 30 August 2018

<table>
<thead>
<tr>
<th>Contents</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue and Expenses Account</td>
<td>1</td>
</tr>
<tr>
<td>Balance Sheet - Liabilities</td>
<td>2</td>
</tr>
<tr>
<td>Balance Sheet (Assets)</td>
<td>3</td>
</tr>
<tr>
<td>Month</td>
<td>Group</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
</tr>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
</tr>
<tr>
<td>September</td>
<td>SIIG You Me We Us</td>
</tr>
<tr>
<td>September</td>
<td>Pegasus Residents Association</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
</tr>
<tr>
<td>June</td>
<td>Sefton Community Newsletter</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total for grants allocated: $2,034</td>
<td>Total unallocated: $1,135.97</td>
</tr>
<tr>
<td>July</td>
<td>Rotary Club of Rangiora</td>
</tr>
<tr>
<td>July</td>
<td>Southbrook School Parent Teacher Association</td>
</tr>
<tr>
<td>August</td>
<td>North Canterbury Musical Society</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
</tr>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
</tr>
<tr>
<td>September</td>
<td>International Day Older Persons</td>
</tr>
<tr>
<td>October</td>
<td>Kidsfirst Kindergartens Bush Street</td>
</tr>
<tr>
<td>Month</td>
<td>Recipient</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------</td>
</tr>
<tr>
<td>November</td>
<td>Kidsfirst Kindergarten's Bush Street</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Croquet Club</td>
</tr>
<tr>
<td>December</td>
<td>SeniorNet North Canterbury</td>
</tr>
<tr>
<td>December</td>
<td>Lions Club Rangiora</td>
</tr>
<tr>
<td>December</td>
<td>Loburn School</td>
</tr>
<tr>
<td>December</td>
<td>Presbyterian Support</td>
</tr>
<tr>
<td>December</td>
<td>Trinity Methodist Mainly Music</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Cust Bowling Club Inc</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
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<td></td>
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</tr>
<tr>
<td>June</td>
<td>Rangiora Districts Early Records Society Inc</td>
</tr>
<tr>
<td>June</td>
<td>Okuku Pony Club</td>
</tr>
<tr>
<td>June</td>
<td>McAlpines Canterbury Pipe Band</td>
</tr>
<tr>
<td>June</td>
<td>North Canterbury Athletics Club</td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Playcentre</td>
</tr>
<tr>
<td>June</td>
<td>Ashley Playcentre</td>
</tr>
<tr>
<td>June</td>
<td>North Canterbury Academy of music</td>
</tr>
<tr>
<td>June</td>
<td>Friends of Rangiora Town Hall</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>North Canterbury Academy of Music</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
</tr>
<tr>
<td>--------</td>
<td>---------------------------------------------------</td>
</tr>
<tr>
<td>July</td>
<td>Kaiapoi Cricket Club</td>
</tr>
<tr>
<td>July</td>
<td>Reflections Community Trust</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Borough School</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Riverside Bowls</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Community Watch</td>
</tr>
<tr>
<td>August</td>
<td>You Me We Us</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi Pony Club</td>
</tr>
<tr>
<td>September</td>
<td>Clarkville Play Centre</td>
</tr>
<tr>
<td>September</td>
<td>Pines Karaki Beach Association Inc</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
</tr>
<tr>
<td>April</td>
<td>Clarkville Play Centre</td>
</tr>
<tr>
<td>May</td>
<td>KYDz (YouMeWeUs Youth Group)</td>
</tr>
<tr>
<td>June</td>
<td>Karanga Mai Early Learning Centre</td>
</tr>
</tbody>
</table>

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

Total for grants allocated: $10,347  Total unallocated: $1,917.04

July Waimakariri Gorge Golf Club | Towards costs of tree replacement following the September/October 2013 storm, taking place between winter 2017 and winter 2018 | $500 $500

Kaiapoi-Tuahiwi Community Board 10.136.100.2410
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Purpose</th>
<th>Amount</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>SIIG You Me We Us</td>
<td>Welcome bags</td>
<td>$500</td>
<td>lie on table</td>
</tr>
<tr>
<td>September</td>
<td>SIIG You Me We Us</td>
<td>Welcome bags</td>
<td>$500</td>
<td>declined</td>
</tr>
<tr>
<td>October</td>
<td>Oxford ICONZ (Boys and Girls Brigade)</td>
<td>Towards paint-balling supplies</td>
<td>$550</td>
<td>$500</td>
</tr>
<tr>
<td>October</td>
<td>Oxford Night Patrol Group</td>
<td>Towards the cost of reflective magnetic signs to identify patrollers using private vehicles</td>
<td>$239</td>
<td>$239</td>
</tr>
<tr>
<td>October</td>
<td>Oxford Community Mens Shed</td>
<td>Towards costs of the Spring into Oxford event</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>December</td>
<td>West Ereyton School</td>
<td>towards the cost of books focussing on healthy eating for the school library</td>
<td>$385</td>
<td>$385</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>promotional advertising in the Oxford Observer and Oxford Bulletin</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>April</td>
<td>Ohoka School PTA plant sale sub committee</td>
<td>towards the costs of 'children size' gloves, garden tools, wheelbarrows and other items.</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>May</td>
<td>Ereyton PonyClub</td>
<td>Fencing to enclose learner rider area</td>
<td>$450</td>
<td>$500</td>
</tr>
<tr>
<td>June</td>
<td>Oxford Community Trust</td>
<td>towards the cost of a heat pump for the A&amp;P Building</td>
<td>$500</td>
<td>$663</td>
</tr>
<tr>
<td>June</td>
<td>Christchurch Western Riding Association</td>
<td>towards the cost of gravel for the entranceway</td>
<td>$500</td>
<td>$663</td>
</tr>
<tr>
<td>June</td>
<td>RSA</td>
<td>bronze cap -time capsule</td>
<td>$450</td>
<td>$450</td>
</tr>
</tbody>
</table>

Total for grants allocated: $5,400   Total unallocated: $0
1. **SUMMARY**

1.1 The purpose of this report is to seek approval of Board representation at wreath laying services within the Woodend-Sefton community area on ANZAC Day 2019.

2. **RECOMMENDATION**

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

(a) **Receives** report No. 190315034850.

(b) **Appoints** Board member(s) ………………………………….. to lay a wreath on behalf of the Board at the Sefton Cenotaph at the ANZAC Day service on **Wednesday 24 April 2019** at 6pm in the Sefton Domain.

AND

(c) **Appoints** Board member(s) …………………………………..to attend the ANZAC Day service on **Wednesday 24 April 2018** at 6pm at the Woodend Community Centre, in conjunction with the Council representative.

OR

(d) **Appoints** Board member(s) …………………………..to attend the ANZAC Day service on **Wednesday 24 April 2018** at 6pm at the Woodend Community Centre and to lay a wreath on behalf of the Board.

3. **BACKGROUND**

3.1. Anzac Day is on Thursday 25 April 2019 and it is normal for a representative of the Council to be in attendance at each service to lay the wreath on behalf of the district. Wreathes are also laid at Rangiora and Kaiapoi on behalf of the people of Zonnebeke, Belgium to support the twinning relationship between the two districts. A reciprocal arrangement is made with the District of Zonnebeke.

3.2. Wreaths will also be laid by the Community Boards at Kaiapoi, Rangiora, Oxford, West Eyreton, Cust, Ashley War Memorial, Sefton and Tuahiwi. The Boards will be also represented at Ohoka, Fernside, Rangiora High School and Woodend services in conjunction with the Council representatives and wreath laying.
4. **ISSUES AND OPTIONS**

4.1. All services are on Thursday 25 April 2019 unless otherwise stated.

The times of the services are:

- **Kaiapoi Cenotaph Dawn Service**: 6.30am
- **Kaiapoi Cenotaph (Trousselot Park)**: 10.00am (assemble cnr Davis and Sewell Street by tennis courts 9.45am)
- **Rangiora High School**: 9.30am (assemble 9.20am)
- **Rangiora Cenotaph**: 11.30am (assemble at RSA 11.15am)
- **Oxford Town Hall**: 9.30am
- **Cust Community Centre**: 10.00am
- **Fernside Hall**: 10.00am
- **Tuahiwi (Urupa)**: 2.00pm
- **Ohoka Hall**: 11.00am *(Wednesday 24 April)*
- **Sefton Cenotaph**: 6.00pm *(Wednesday 24 April)*
- **Woodend Community Centre**: 6.00pm *(Wednesday 24 April)*

4.2. The Rangiora service will be held at the Cenotaph. The Rangiora RSA will also lay wreaths at the Rangiora High School.

4.3. The Kaiapoi service will be held in Trousselot Park. Members are also invited to the dawn service being held at the war memorial, Raven Quay at 6.30am. Community participation will be welcomed at this service.

4.4. The Oxford service will be held at the Oxford Town Hall and the Cust/West Eyreton service is held at the Cust Community Centre.

4.5. Three services are held in the district prior to ANZAC with one being at the Ohoka Hall (Mill Road), one at the Sefton Domain and the third at the Woodend Community Centre at the same time as the Sefton service. Members of the Woodend-Sefton Community Board are expected to support the Sefton and Woodend services.

4.6. The Ashley School commemorate ANZAC Day during the school term with a short ceremony at the Ashley War Memorial. ANZAC Day falls during the school holidays in 2019 and therefore the Rangiora-Ashley Community Board will not be laying a wreath at this site on ANZAC Day.

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

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

Staff assist the local RSA representatives with traffic management plans, advertising of services and service sheets. There is public expectation of ANZAC Services occurring.

5.2. **Wider Community**

Advertising will be made prior to the day outlining the time and place of ceremonies in the district and inviting all members of the community to attend one or more service.

The community anticipates that ANZAC services will be held in the District.
6. IMPLICATIONS AND RISKS

6.1. Financial Implications

The costs for wreaths, advertising and incidental costs are met from the Governance budget. Advertising will be made prior to the day outlining the time and place of ceremonies in the district and inviting all members of the community to attend one or more service. Service sheets are also produced in-house for several of the smaller community services.

6.2. Community Implications

Not applicable.

6.3. Risk Management

Not applicable.

6.4. Health and Safety

Local RSAs host the services and are responsible for traffic management plans and all associated organisation.

7. CONTEXT

7.1. Policy

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

7.2. Legislation

Not applicable.

7.3. Community Outcomes

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

7.4. Delegations

Not applicable.

Kay Rabe
Governance Adviser
**FILE NO and TRIM NO:** GOV-26-09-06/190401047078  
**REPORT TO:** Woodend-Sefton Community Board  
**DATE OF MEETING:** 8 April 2019  
**FROM:** Shona Powell, Chair, Woodend-Sefton Community Board  
**SUBJECT:** Chair’s Report for March 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 March</td>
<td>Board Chairs meeting</td>
<td>Catch up with other Board Chairs</td>
</tr>
<tr>
<td>6 March</td>
<td>All Boards Briefing</td>
<td>Included an overview of the draft Rural Residential Strategy and draft Annual Plan</td>
</tr>
<tr>
<td>7 March</td>
<td>Community BBQ – Owen Stalker Park, Woodend</td>
<td>An enjoyable evening and residents took advantage of the opportunity to raise issues and get questions answered with the Greenspace team</td>
</tr>
<tr>
<td>11 March</td>
<td>WSCB Workshop – road naming</td>
<td>Discussing possible road names for future developments</td>
</tr>
<tr>
<td>11 March</td>
<td>Woodend-Sefton Community Board meeting</td>
<td>Regular monthly meeting</td>
</tr>
<tr>
<td>12 March</td>
<td>Waimakariri Access Group</td>
<td>In lieu of the regular meeting, assisted with accessibility training for some Council staff from planning and roading</td>
</tr>
<tr>
<td>13 March</td>
<td>Pegasus Community Cuppa</td>
<td>A good turnout to this regular monthly event. Spoke about the draft Annual Plan and how to provide feedback</td>
</tr>
<tr>
<td>13 March</td>
<td>Enterprise North Canterbury Networking</td>
<td>Held at the Rangiora RSA. A good opportunity to talk with business people from around the district</td>
</tr>
<tr>
<td>26 March</td>
<td>WSCB Annual Plan and Rural Residential Development Strategy Workshop</td>
<td>Session with staff for Board to get questions answered and start finalising feedback to both draft documents out for consultation</td>
</tr>
<tr>
<td>26 March</td>
<td>Public drop-in session on Annual Plan and Rural Residential Development Strategy, Woodend</td>
<td>An opportunity to talk with the public about their thoughts and ask questions that had come from the workshop discussions</td>
</tr>
<tr>
<td>27 March</td>
<td>Coastal Forestry Harvest Project Control Group Meeting</td>
<td>First meeting of the year to plan for the final blocks of the coastal forestry harvest occurring over winter 2019</td>
</tr>
<tr>
<td>28 March</td>
<td>Public drop-in session for Waikuku Beach residents</td>
<td>Consultation on the proposed welcome sign with staff there to answer residents’ questions on drainage and water supply issues. A good turnout over the evening and a great opportunity to listen to the feedback about the sign and residents’ issues</td>
</tr>
</tbody>
</table>
RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 190401047078.