

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 17 April 2023

4pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Sandra Stewart (Deputy Chairperson)

Neville Atkinson

Tim Bartle

Al Blackie

Tracey Blair

Russell Keetley

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AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 17 APRIL 2023 AT 4PM.

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

	<u>BUSINESS</u>	<i>PAGES</i>
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION OF MINUTES</u>	
3.1	<u>Minutes of the Kaiapoi-Tuahiwi Community Board –20 March 2023</u>	10-22
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Confirms the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 March 2023, as a true and accurate record.	
3.2	<u>Matters Arising (From Minutes)</u>	
3.3	<u>Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 20 March 2023</u>	23-24
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Receives the notes of the Woodend-Sefton Community Board Workshop, held on 20 March 2023.	
4	<u>DEPUTATIONS AND PRESENTATIONS</u>	
4.1	<u>Community Hub Trust – Keith Lawrence and Heath Kelly</u>	
	K Lawrence and H Kelly will be in attendance to discuss the Community Hub Trust.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 REPORTS

6.1 Road Naming – Sovereign Palms, Kaiapoi – Scott Morrow (Rates Officer – Property Specialist)

25-36

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230406048713.
- (b) **Approves** the previously approved road name Wooten Place be changed to Wootton Place.

OR

- (c) **Retains** the current spelling of the road name as Wooten Place.
- (d) **Notes** that there will be some inconvenience for the residents of Wooten Place as well as cost to the Council as a result of the road name change as well as cost to the Council.

OR

- (e) **Request** staff to carry out a consultation with residents over their preference and report back to the Board.

6.2 Applications to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2022/23– Kay Rabe (Governance Advisor)

37-77

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230321038693.
- (b) **Approves** a grant of \$..... to the R13 Youth Development Trust to purchase sports equipment, kitchen equipment and a new printer.

OR

- (c) **Declines** the application from the R13 Youth Development Trust.
- (d) **Approves** a grant of \$..... to the North Canterbury Adventure Club to purchase an inflatable shade tent and electric pump.

OR

- (e) **Declines** the application from the North Canterbury Adventure Club.
- (f) **Approves** a grant of \$..... to the It Takes A Village Hub towards the cost of hosting a sewing bee.

OR

- (g) **Declines** the application from the It Takes A Village Hub.

6.3 **ANZAC Day Services 2023 – Kay Rabe (Governance Advisor)**

78-80

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230404047148.
- (b) **Appoints** Board member, to attend the Kaiapoi Dawn Service to be held at 6.30am on Tuesday, 25 April 2023, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member, to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (d) **Appoints** Board member, to attend the Tuahiwi Anzac Day services to be held at 2pm on Tuesday, 25 April 2023, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

Note: *Public Excluded Item 15.1 "Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve" will be considered at this time.
(Refer to Public Excluded Agenda)*

6.4 **Murphy Park Rowing Precinct – Hannah-Rose Belworthy (Landscape Architect) and Duncan Roxborough (Implementation Project Manager)**

81-96

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230329044003.
- AND*

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (b) **Notes** the combined current shortfall of the Murphy Park and Kaiapoi Riverbanks Rowing Precinct project is estimated to be \$210,000.
- (c) **Approves** the bringing forward to 2023/24 Annual Plan and reassignment of \$160,000 from Kaiapoi Railway Heritage Precinct (from 2024/25 year) for the purposes of the Murphy Park & Rowing Precinct project instead, with the condition that clubs to fundraise the additional \$50,000 to meet the budget shortfall.
- (d) **Notes** This report links with Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve (TRIM 230328043433) for the reassignment of \$160,000.
- (e) **Notes** that if clubs are unsuccessful in their grant applications, the scope of the project would reduce and the additional budget of \$160,000 from Council will not be available for use on this project. Work will still proceed without an upgraded rowing launch facility.
- (f) **Approves** that Council combine the two budgets; Murphy Park & Kaiapoi Riverbanks Rowing Precinct to create one budget called Murphy Park Development.
- (g) **Notes** that the rowing precinct is a public facility. The general public and other groups will have use of the ramp and parts of the facility also. It is not fenced off to keep the public out.

7 CORRESPONDENCE

7.1 Memo regarding Waimakariri Integrated Transport Strategy Project

97-104

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the Correspondence regarding the Waimakariri Integrated Transport Strategy (Trim: 23032109242).

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for March and April 2023

A verbal report will be provided by the Chairperson at the meeting.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (b) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 7 March 2023.

9.2 Rangiora-Ashley Community Board Meeting Minutes 8 March 2023.

9.3 Woodend-Sefton Community Board Meeting Minutes 13 March 2023.

9.4 Drainage and Stockwater Alternative Rating Structure – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.5 Submission on Proposals for the Smoked Tobacco Regulatory Regime – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.6 Pecuniary Interests Register – Report to Council Meeting 7 March 2023 – Circulates to all Boards.

9.7 Amendments to Standing Orders for Council, Committee, Sub-Committees and Hearing Panels – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.8 Health, Safety and Wellbeing Report February 2023 – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.9 Enterprise North Canterbury's Six Month progress and financial report to 31 December 2022, six month progress report on the promotion of the Waimakariri District to 31 December 2022 and Draft Statement of Intent for the Financial year beginning 1 July 2023 – Report to Audit and Risk Committee 14 March 2023 – Circulates to all Boards.

9.10 Waimakariri District Council Spraying and Chemical Usage – Waterways and Roding Spraying Information – Report to CWMS Waimakariri Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.

9.11 Regeneration Transfer of budget between projects – Report to Community and Recreation Committee meeting 21 March 2023 – Circulates to the Kaiapoi-Tuahiwi Community Board.

9.12 Library Update to 9 March 2023 – Report to Community and Recreation Committee meeting 21 March 2023 – Circulates to all Boards.

9.13 July 2022 Flood Response Update – Report to Utilities and Roading Committee 21 March 2023 – Circulates to all Boards.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

a) **Receives** the information in Items 9.1 to 9.13.

Note:

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

10 MEMBERS' INFORMATION EXCHANGE

10.1 Philip Redmond 105
Trim Ref: 230413051445.

10.2 Brent Cairns 106
Trim Ref: 230413051444.

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

11 CONSULTATION PROJECTS

11.1 Draft Annual Plan 2023/24
<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2023-24>
Consultation closes Monday 17 April 2023.

11.2 Wolffs Road Suspension Bridge
<https://letstalk.waimakariri.govt.nz/wolffs-road-suspension-bridge>
Consultation closes Monday 17 April 2023.

12 REGENERATION PROJECTS

12.1 Town Centre, Kaiapoi
Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:
<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant

Balance as at 31 March 2023: \$3,632.

13.2 General Landscaping Budget

Balance as at 31 March 2023: \$49,490.

14 MEDIA ITEMS

15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

1. That the public be excluded from the following parts of the proceedings of this meeting:

Item 14.1 Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
14.1 Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) (s 7(2)(i)).

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 15 May 2023 at 4pm.

Workshop

- *Town Entrance Discussion – Tori Stableford (Landscape Architect) 20 Minutes*
- *Integrated Transport Strategy – Shane Binder (Roading and Transport Manager) 30 Minutes*
- *Members Forum*

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY, 20 MARCH 2023 AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie (Arrived at 5.42pm), N Atkinson, T Bartle, T Blair, and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor) and P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), J McBride (Roading and Transport Manager), D Roxborough (Implementation Project Manager – District Regeneration), D Young (Senior Engineering Advisor), K Straw (Civil Projects Team Leader), V Thompson (Senior Advisor Business and Centres), H Belworthy (Intermediate Landscape Architect – District Regeneration), G Kempton (Senior Project Engineer), K Rabe (Governance Advisor), and A Connor (Governance Support Officer).

There was two members of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: T Bartle

THAT an apology for lateness be received and sustained from A Blackie, who arrived at 5.42pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board –20 February 2023

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 February 2023, as a true and accurate record.

CARRIED

3.2 Matters Arising (FROM MINUTES)

J Watson, R Keetley and S Stewart met to discuss the Patchina's Walkway Project and were now waiting for quotes for the proposed work. B Cairns noted the Locky Dock proposal had been turned down by Waka Kotahi.

3.3 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 20 February 2023**

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board workshop held on 20 February 2023.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h** – J McBride (Roading and Transport Manager)

J McBride spoke to the report noting that approval was being sought to lower the speed limit on Smith Street, Kaiapoi to 50km/h, under the Setting of Speed Limits Rule 2022. A proposed 50km/h speed restriction for this section of Smith Street was consulted upon during in November 2022.

N Atkinson questioned if Waka Kotahi had indicated if they would accept this change. J McBride noted this change was on the Council's section of road and not on State Highway One (SH1).

N Atkinson the asked why this was not being done in unison with Waka Kotahi so that the speed was reduced to 50km/h all the way across the bridge to Lineside Road. J McBride explained that Waka Kotahi had advised that they would not be changing the speed limit at this time. However, the Council could not delay the reduction of the speed limit on this section of the road as the new "Waimak Junction" development was imminent and the traffic signals were currently being installed. The Council had timing constraints as the resource consent stated the traffic signals had to be operational before the business could be operating.

P Redmond enquired if consideration had been given to lowering the speed limit to 60km/h. J McBride noted that constant feedback received regarding speed limits was that people did not like the continuous change of speed limits. Staff had therefore recommended 50km/h to extend the current 50km/h and keep the speed consistent.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230203015254.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (b) **Approves** a change to the speed limit on Smith Street, Kaiapoi, between SH1 motorway southbound ramp and the existing speed threshold 90-meters east of the Smith Street Bridge, noting that this would then be submitted to the Director at Waka Kotahi under section 2.6 of the *Setting of Speed Limits Rule 2022*, requesting approval to proceed with the implementation.
- (c) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (between SH1 motorway southbound ramp and the Cam River Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

LOST
4:2

J Watson commented that she supported the proposed reduction in speed limits in this area. S Stewart agreed and believed that a consist speed limit in all the streets in the area was important.

N Atkinson noted he would not support the motion, as he held the opinion that Waka Kotahi should change the speed limit over the bridge to Lineside Road at the same time. He noted that section of the road was very dangerous, and 80km/h was too high, and Waka Kotahi needed to support and action their claims regarding safety.

P Redmond agreed with N Atkinson that changing the speeds simultaneously would be better, however, the area had changed and became more urban, 80km/h was therefore no longer a feasible speed.

J Watson replied it was better to be safe now than safe later.

Revocation of resolution at same meeting

N Atkinson advised that the Council's Roothing Team has advised via e-mail that the resource consent the new "Waimak Junction" development was subject to the reduction of the speed limit on this section of the road to 50km/h. If the speed limit was not reduced then the developer would have to alter and resubmit the resource consent. He therefore recommended that the Board revoke its previous resolution as per section 23.4 of the Standing Orders and reconsider the motion.

Moved: N Atkinson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Revokes** its previous resolution taken at this meeting in accordance with section 23.4 of the Standing Orders.
- (b) **Notes** that 75 percent of the members present, and voting agreed to the revocation the previous decision.

CARRIED

The Board again voted on the previous motion.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 230203015254.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (b) **Approves** a change to the speed limit on Smith Street, Kaiapoi, between SH1 motorway southbound ramp and the existing speed threshold 90-meters east of the Smith Street Bridge, noting that this would then be submitted to the Director at Waka Kotahi under section 2.6 of the *Setting of Speed Limits Rule 2022*, requesting approval to proceed with the implementation.
- (c) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (between SH1 motorway southbound ramp and the Cam River Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

CARRIED

6.2 **Approval of Scheme Design for Consultation – Transport Choices Project 1 - Woodend to Kaiapoi Cycleway** – K Straw (Civil Projects Team Leader),

D Young, G Kempton and J McBride were present during the consideration of the report. K Straw spoke to the report and highlighted the following points:

- The original plan had the cycleway running along Walker and Bridge Streets. Staff were now proposing that the cycleway continue down Ranfurly Street and crossing at Smith Street. This was to allow for good connectivity to the stop bank walkways, the start of the Passchendaele Path and the Kaiapoi Town Centre.
- Consultation would only be with key stakeholders not the whole community.
- The effected parties that were occupying road reserve were all supportive of the land being reclaimed and were more concerned regarding vehicle speeds.
- There may be a challenge regarding where the proposed cycleway entered Māori Reserve 873 in Tuahiwi. However, staff had followed up on the Cultural Report which should pick up on any issues.

R Keetley questioned how many bikes would be able to fit in the island refuge. K Straw noted it would be one bikes length deep and was currently designed to be three metres wide however that could be changed.

N Atkinson highlighted the fact that there were generally five to six cars stacked to turn right at the Smith and Ranfurly Streets intersection. K Straw advised that would be up to the Board whether they wished to retain the full turning bay rather than installing a refuge crossing. There would be flexibility to move the refuge island back towards the motorway.

N Atkinson questioned if this was an opportunity to close-off the right turn entrance into Charles Street, and have the traffic relocated to Sewell Street. K Straw noted people would be discouraged from turning right into Charles Street, rather than completely closing-off the right turn entrance.

T Bartle asked if the barrier between the cycleway and the road was necessary as Ranfurly Street was already very narrow. K Straw suggested it could be made smaller, however, staff would not recommend completely removing the barrier for safety reasons

N Atkinson sought clarity on how many car parks would be removed on Ranfurly Street. K Straw clarified that staff had been mindful regarding retaining car parks and only two or three on Ranfurly Street would be lost.

C Brown commented that there may be an opportunity to design a Landscaping Plan at this early stage. K Straw confirmed there was a healthy budget allowance for landscaping and tree planting along the different sections of the cycleway.

In response to a question from P Redmond K Straw confirmed that provision had not been made for lighting.

Moved: N Atkinson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 230131011994.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roading Committee:

- (d) **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation noting the matters that staff had indicated they would consider or amend.
- (e) **Approves** the amendment of the Walking and Cycling Network Plan to include Ranfurly Street (between Walker Street and Smith Street) in lieu of Walker Street and Bridge Street.
- (f) **Approves** the change in priority at the Ranfurly Street / Dale Street intersection, with Dale Street being required to "STOP" for traffic on Ranfurly Street and Old North Road.
- (g) **Approves** the implementation of a "Give Way" priority control at the Sandhills Road / Fullers Road intersection, giving the Sandhills Road traffic priority.
- (h) **Notes** that the Scheme Design is based on an Off-Road shared Path for the full length of Old North Road.
- (i) **Notes** that staff would present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
- (j) **Notes** that district wide consultation completed mid 2022 included two options to get this cycleway from Smith Street to Pineacres, and that "Option B" was the option preferred by staff and recommended within this report.
- (k) **Notes** that feedback from the consultation would be fed into the Detailed Design, and that the Detailed Design would be reported back to the Community Boards and the Utilities and Roading Committee in May 2023 for their approval before procurement begins.

- (l) **Notes** that the scheme design requires the removal of five on-street car parking spaces on Ranfurly Street at Sidey Quay and that the final approval of any parking spaces to be removed would be included within the detailed design report in May 2023.
- (m) **Notes** that any parking removal as result of the Scheme Design would be communicated with the immediate adjacent residents.
- (n) **Notes** that upon acceptance of this report, the Council's Property Team would commence work with various stakeholders to create new easements as required to allow the route to progress, and that the relevant stakeholders are willing to support the project.
- (o) **Notes** that the recommendations within this report would require the reclamation of road reserve currently occupied by private residencies along Old North Road, and that this has been discussed with the relevant property owners.
- (p) **Notes** that staff were working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that was currently being designed.
- (q) **Notes** that this project is funded through the "Transport Choices" funding stream (which was still subject to final signing and confirmation), and this requires that all works was complete by June 2024.
- (r) **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council was dependent on the site having been though an independent Road Safety Audit process, which would proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- (s) **Notes** a small piece of land would be required for the purposes of constructing the cycleway, and that staff upon approval of this report would enter negotiations with the relevant landowners to purchase the required land, noting that a report approving purchase would be brought back to the Council.

CARRIED

N Atkinson commended the significant work that had been done and the great design features which had been included, despite many challenges.

R Keetley noted he was looking forward to using the cycleway.

J Watson praised staff for doing a fantastic job, which was going to make Kaiapoi a wonderful place to cycle through.

6.3 **Kaiapoi Town Centre Market Temporarily Located at 131 Raven Quay –**
V Thompson (Senior Advisor Business and Centres)

V Thompson spoke to the report and noted that representatives from the existing market were not opposed to there being another market in Kaiapoi, however, they preferred it did not operate on the same day and time as the existing market.

S Stewart questioned if the proposed market had been approached about starting at noon and running till 3pm. V Thompson stated they would prefer to operate during the morning, however, would be open to starting later.

P Redmond sought clarity on when the market would be operating. V Thompson advised that the market preference to operate on Saturdays as that was busier for shopping. Nonetheless, if they had to operate on a Sunday, they would consider it.

P Redmond further noted the clause in the original report regarding not selling competing product was removed and enquired as to the reason. V Thompson clarified that was covered in the trade competition clause that had been added. Staff would strongly recommend the market did not compete with Williams Street businesses.

N Atkinson commented that the market could sell clothing which would be in competition with stores such as Blackwell's and sought clarity on how that would be dealt with. V Thompsons explained that the competition clause referred more to hospitality businesses. The Council did have a Mobile Vendor Policy which stated that they could not be in direct competition with brick-and-mortar business.

T Bartle questioned how the policies and guidelines were enforced. V Thompson noted that in this scenario a recurring reserve booking was proposed. This meant the Council's Greenspace Unit would monitor the booking through their system and ensure they were complying. If they were found in breach, the Council could terminate the booking.

P Redmond asked how much both markets were paying to operate on Council land. V Thompson noted that the Charles Street market did not pay any rental fee. The proposed market would pay the reserves booking of about \$27 per day.

Moved: S Stewart

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230306030071.
- (b) **Approves** the presence of the market located temporarily at 131 Raven Quay under a recurring reserve booking for an initial term of three months, to be rolled over in three month booking blocks thereafter in compliance with the reserves booking system, should the market continue to operate without incident.
- (c) **Requests** the market organisers at 131 Raven Quay to start at 12 noon and run till 3pm on a Saturday so as not to clash with the current farmers market in Charles Street.
- (d) **Restricts** food trucks supplying similar refreshments as other official businesses in the Kaiapoi town centre.
- (e) **Requests** staff to report back six months after the opening date of the new market to update the Kaiapoi-Tuahiwi Community Board.
- (f) **Notes** that a Health and Safety plan was required to be submitted with bookings accepted under the reserves booking system as managed through the Greenspace Unit.
- (g) **Notes** that alternative locations were potentially available should the market be successful and need to be relocated to another site (at the Kaiapoi-Tuahiwi Community Board and/or Council's discretionary approval) due to progression of commercial development at 131 Raven Quay or the market's growth.
- (h) **Notes** that the market was currently proposed to occur at the same time as the existing Farmers Market (on Charles Street).

CARRIED

S Stewart noted she had spoken to the existing market and their preference was that there was no another market operating in Kaiapoi at the same time. There were existing food businesses open in the area and having food trucks would be in direct competition with them.

J Watson agreed with S Stewart, however, operating during the afternoon was a good compromise and it may bring more people to the town.

N Atkinson noted markets brought vibrancy to the town, however, the Council needed to ensure that they did not compete with the bricks-and-mortar.

P Redmond did not support the same activity operating in the same area at the same time and would have preferred to see the market operating on a Sunday. He also questioned why the existing market was not paying any rent. C Brown replied there was only one market in the district that paid a commercial rate to the Council as a commercial entity. There were differences between markets as some charged a commercial rate to stall holders and some just scraped by. The ones that were not returning a profit were considered just as important for social and cultural wellbeing.

Consideration of Item 6.1 "Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h" was resumed at this time. The Minutes have been recorded as per the agenda.

6.4 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2022-25.** –
Kay Rabe (Governance Advisor)

K Rabe took the report as read.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230124008533.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 230308031830).
- (c) **Authorises** the Chairperson to approve the final version of the Kaiapoi-Tuahiwi Community Board Plan 2022-25, if any further minor editorial corrections were required.

CARRIED

6.5 **Application to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – Kay Rabe (Governance Advisor)**

K Rabe spoke to the report.

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230223024757.

- (b) **Approves** a grant of \$500 to the Kaiapoi Rugby Football Club towards the replacement of the External Defibrillator (AED) cabinet.

UNCONFIRMED

- (c) **Approves** a grant of \$240 to the Kaiapoi Community Garden towards the installation of directional signage on the Kaiapoi Bourgh School fence.
- (d) **Approves** a grant of \$500 to the Relay for Life Fundraising Committee towards the costs of hosting a Relay for Life event.

CARRIED

N Atkinson felt they were all worthwhile projects.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for February and March 2023

Attended Waka Kotahi meeting. Pushed the Skewbridge repairs and they would be looking at it in the near future.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahwi Community Board Chairperson (TRIM:230314034608).

9 MATTERS REFERRED FOR INFORMATION

- 9.1 **Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.**
- 9.2 **Woodend-Sefton Community Board Meeting Minutes 13 February 2023.**
- 9.3 **Rangiora-Ashley Community Board Meeting Minutes 15 February 2023.**
- 9.4 **Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.5 **Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.6 **Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.7 **Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.8 **Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.9 **Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.10 **UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.**
- 9.11 **Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.**

9.12 **July 2022 Flood Response Update - Report to Utilities and Roothing Committee meeting 21 February 2023 – Circulates to all Boards.**

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahwi Community Board

(a) **Receives** the information in Items 9.1 to 9.12.

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson

Nothing to report.

T Bartle

- Attended three Drainage Board meetings. There was a consistent theme where they were not as prepared as they should be. They also felt there was a breakdown between the Council and the contractors.

A Blackie

Nothing to report.

T Blair

- Attended Darnley Club meeting. Took three van loads of people to Orana park and went very well so will be doing again. Had agreed on a new van which would arrive in January 2024. They were short on volunteers.
- Attended the Gypsy Fair.

P Redmond

- Attended Waimakariri Eyre Cust rating District meeting. Normal rates increase proposed, and assets were in good order.
- Attended Greater Christchurch Partnership Transport meeting. Possible trackless trams or light rail to mitigate congestion and travel times was proposed.
- Attended Council Strategy Day.
- Attended Southbrook School Travel Plan Working Group.
- Attended Facilities and Consents Fee Waiver Subcommittee. New terms of reference to include resource consents and building consents.
- Attended Swannanoa School Fair.
- Attended Waimakariri Water Zone Committee meeting. Weed control programme by Waimakariri District Council and Environment Canterbury. Ashley Rakahuri River care Group presented and suggest the Boar request them to present in the future.

Brent Cairns

- Volunteer events were taking place in the libraries and Pegasus Community Centre.
- Kaiapoi Brownies were running an event in the red sone tracking the different animals.
- Beach Road roading repairs and the resulting corrugations would be repaired.
- Rangiora promotions aske for additional funding to help get them through hard times which may result in a review of different associations and how they are funded.
- Attended Accessibility Training and was insightful.
- Kaiapoi Food Forest had garden clubs and other large groups of people visiting. They would be holding a Food Forest Design Course in Rangiora.

- Attended Integrated Transport Strategy workshop. Discussed key transport challenges facing the district.
- Motorhome Association could not believe the increase of people staying. 30 April 2023 was the proposed date for their official opening.

S Stewart

- Attended Integrated Transport Strategy workshop.
- Attended Waimakariri Water Zone Committee meeting.
- Attended Kaiapoi Community Garden open day. Was very well attended and was a great success story.

R Keetley

- Attended RSA Annual General Meeting.
- Attended All together Kaiapoi Garden Competition.
- Waiting for pricing from contractor regarding Patchina's Walkway.
- Met with Historical Society for their monthly get together.

11 CONSULTATION PROJECTS

11.1 Kaiapoi Historic Railway Station Building Relocation

<https://letstalk.waimakariri.govt.nz/kaiapoi-historic-railway-station>

Consultation closes Thursday 6 April 2023.

11.2 Environment Canterbury Draft Annual Plan 2023/24

<https://www.ecan.govt.nz/your-region/plans-strategies-and-bylaws/annual-plans/>

Consultation closes Monday 3 April 2023.

11.3 Huihui Mai – Greater Christchurch Partnership

<https://www.greaterchristchurch.org.nz/>

Consultation closes Sunday 26 March 2023.

The Board noted the consultation projects.

12 REGENERATION PROJECTS

12.1 Town Centre, Kaiapoi

Updates on the Kaiapoi Town Centre projects were emailed regularly to Board members.

These updates could be accessed using the link below:

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

The Board noted the updates on the Regeneration projects.

13 BOARD FUNDING UPDATE**13.1 Board Discretionary Grant**

Balance as at 28 February 2023: \$4,872.

13.2 General Landscaping Budget

Balance as at 28 February 2023: \$49,490.

The Board noted the Board funding updates.

14 MEDIA ITEMS

Nil

15 QUESTIONS UNDER STANDING ORDERS

Nil

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board would be held at the Ruataniwha Kaiapoi Civic Centre on Monday 17 April 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.02PM.

CONFIRMED

Chairperson

Date

NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 20 MARCH 2023 AT 6.02PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, N Atkinson, T Bartle, T Blair, and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor) and P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), J McBride (Roading and Transport Manager), D Roxborough (Implementation Project Manager – District Regeneration), D Young (Senior Engineering Advisor), K Straw (Civil Projects Team Leader), H Belworthy (Intermediate Landscape Architect – District Regeneration), K Rabe (Governance Advisor), and A Connor (Governance Support Officer).

APOLOGIES

None

- MURPHY PARK ROWING CLUB** – H Belworthy (Intermediate Landscape Architect) and D Roxborough (Implementation Project Manager – District Regeneration),

Key points:

- The Kaiapoi Croquet Club agreed to relocate to the Community Hub site, and staff were currently working through the sale and purchase agreement.
- The proposed Rowing Precinct was in the preferred location where the Croquet Club and rowing sheds were currently situated.
- The Murphy Park and Rowing Precinct project currently had insufficient funds to achieve the proposed draft plan.
- Staff estimated that the total upgraded launch area using the Anchorage Pontoons option could cost approximately \$500,000. However, there was insufficient available budget, and the staff was therefore investigated other options..

Questions:

- Concerns were raised about other clubs feeling left out and complaining about the continued funding spent on Murphy Park.
The Council granted the Kaiapoi Cure Rowing Club about \$100,000 to redevelop their club facilities, additional land and finds for the club ramps. In addition, the Northern Bulldogs Rugby League Club was provided with a new home at Norman Kirk Park.
- Questioned what the club contributions would cover.
Club contributions would be used to relocate the club sheds to the site, sanitation, and upgrades to the club's launch area. The club contributions would not be used in developing the public space and would therefore not alleviate the costs to be spent by the Council.

- Did staff request quotes for pontoons from other companies than Anchorage Pontoons Ltd. *Staff were investigating various flotation options and would be requesting quotations from several other companies. Staff were confident they could secure a pontoon for less than \$500,000. However, the pontoon would still be more than budgeted.*
- Enquired if there were other ways of securing funding for the project. *External funding was available from organisations such as the Rata Foundation and Lottery Grants, however, the clubs usually apply for this funding. In addition, the staff may reallocate funding from other projects, "re-engineer" projects to fit into the budget or request additional funding from the Council. However, the staff did not believe they could secure external funding in the short term.*
- Enquired what level of service St Margaret's Rowing Club was expecting and if they were prepared to contribute to the cost overrun. *St Margaret's indicated they would be happy with a concrete ramp. However, they were not comfortable with providing funds towards the ramp area. It should be noted that the activities of the St Margaret's Rowing Club were funded by parents and not the school.*
- Questioned if there was any information on the benefits to Kaiapoi of clubs outside the Waimakariri being hosted at Murphy Park. *The financial spending of clubs in Kaiapoi had not been investigated, however, the clubs' contribution to Kaiapoi was tangible.*

2. ROADING CAPITAL WORKS PROGRAMME – J McBride (Roading and Transport Manager)

Key points:

- Through Roading Capital Works Programme, several footpaths and channel repairs were up for renewal in the Kaiapoi area.
- Minor Safety Programme (Low-cost interventions):
 - Kaiapoi High School – complaints from the public about students crossing Ohoka Road.
 - Delineation along SH1 detour routes – edge post and road markings around Tuahiwi.
 - Charles and Jollie Streets' MainPower kiosk removal
 - Cutdowns along various cycling and walking routes

Questions:

- Questioned if the Council would be modernising older roads with the large camber, such as Sewell Street in Kaiapoi. *The roads were usually upgraded when the condition of the channel was such that it did not hold water and damage the pavement Staff to investigate the conditions of Sewell Street and Cridland Street West.*
- Requested update on the proposed upgrading to Dale Street in Kaiapoi. *The condition of the kerb was such that it would be upgraded under the Curb and Channel Renewal Programme.*

3. MEMBERS' FORUM

None

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 7.05PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-26/ GOV-26-08-06/ 230406048713

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 17 April 2023

AUTHOR(S): Scott Morrow Rates Officer – Property Specialist

SUBJECT: Road Naming – Sovereign Palms, Kaiapoi

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

General Manager



Acting Chief Executive

1. SUMMARY

- 1.1. This report seeks a decision by the Kaiapoi-Tuahiwi Community Board regarding changing the spelling of a previously approved road name.
- 1.2. The road name was approved in 2012 as a part of the development of Lot 500 DP 432856, known as 404 Williams Street, Kaiapoi.

Attachments:

- I. Plan of the original subdivision. (Trim 230406048753).
- II. Letter from local historian and background to the name. (Trim 230210017906).
- III. Waimakariri District Council Policy for Road Naming. (Trim 120712043907).
- IV. Pre-approved Road Naming List for Kaiapoi. (Trim 150826123886).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230406048713.
- (b) **Approves** the previously approved road name Wooten Place be changed to Wootton Place.

OR

- (c) **Retains** the current spelling of the road name as Wooten Place.
- (d) **Notes** that there will be some inconvenience for the residents of Wooten Place as well as cost to the Council as a result of the road name change as well as cost to the Council.

OR

- (e) **Request** staff to carry out a consultation with residents over their preference and report back to the board.

3. **BACKGROUND**

- 3.1 The name Wooten was originally listed on the Kaiapoi pre-approved list of road names and then approved by the Kaiapoi Reserve and Road Naming Committee as part of the Sovereign Palms subdivision in March 2012. At the time, the spelling of the name was deemed to be correct.
- 3.2 After receiving information from local historian, it has been confirmed that the spelling of the name as Wooten Place is incorrect. The street name comes from the name the of the ship Wootton which used to sail up the Kaiapoi River.

4. **ISSUES AND OPTIONS**

- 4.1. There are 35 properties with the address of Wooten Place in the Council's database and up to 55 postal addresses in use for this road name.
- 4.2. The Board has the option of leaving the spelling of the name as it is currently or changing to the historically correct name.
- 4.3. The other option is for staff to contact the residents of Wooten Place and ask them if they are supportive of the change and advise how this will impact them.
- 4.4. If the option of consultation is considered, then staff would contact the residents affected by the change and wait to hear feedback. Once this is received within a given timeframe, then it could be presented to the board for consideration at another meeting.
- 4.5. When new road names are put onto the pre-approved road name list for use in subdivisions, they are received in good faith and taken to be correct. However there is now some attempt to check the names before they are put onto the list.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report. It has been noted that the Council's Road Naming Policy is due to be reviewed in 2023 with a view to engage with Mana Whenua going forward.

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

There are approximately 55 property owners within Wooten Place that will need to change their address as a result of the name change. It is important to have addresses that are clear and consistent as well as be accurate for the emergency services, which will benefit the community as a whole.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications as a result of this report as the Council will need to meet the cost of the new name blades. The residents may also incur some costs associated with changing the spelling of the name with their service providers.

6.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.3 **Health and Safety**

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Local Government Act 1974 sec 319 (1) (j)

The Council shall have power in respect of roads to: name and to 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. **Consistency with Community Outcomes**

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

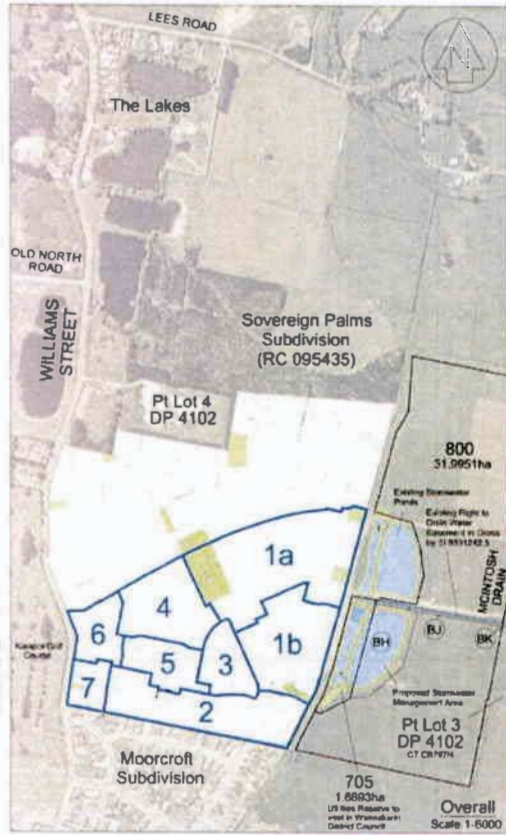
7.4. **Authorising Delegations**

The Kaiapoi-Tuahiwi Community Board has the delegated power on behalf of the council to approve the naming of new roads.



Scott Morrow

Rates Officer – Property Specialist



Composed in - CT 526078
 Total Area - 27,412tha (Lot 500 DP 432856)
 33,644tha (Lot 600 DP 432856)
 Owners - J Ryan & E J Tait
 Areas and dimensions are subject to survey
 A full assessment of easements will be undertaken after engineering design is complete. This may result in additional easements to those already shown.
 Engineering and landscaping layouts are indicative only and are subject to their final approvals.
 This plan has been prepared for the purposes of obtaining a Resource Consent.
 For Stages 1a & 1b see Sheet 301
 For Stages 2, 3, 4, 5, 6 & 7 see Sheet 302

PROPOSED EASEMENTS		
NATURE	SERVIENT TEN. LOT NO. SHOWN	GRANTEE
RIGHT TO DRAIN WATER IN GULLIES	Lot 800, BH, BJ, BK	WAIKANAHI DISTRICT COUNCIL

PROPOSED EASEMENTS		
NATURE	SERVIENT TEN. LOT NO. SHOWN	GRANTEE
RIGHT TO DRAIN WATER IN GULLIES	PI Lot 3 DP 4102 BK	WAIKANAHI DISTRICT COUNCIL

Existing Right to Drain Sewage & Right to Convey Water Easements by E1 8591242.3 are to be cancelled



- Stage Boundaries
- Minimum 2m Fencing Setback from Williams Street
- Proposed Trees (subject to final design)
- ★ Proposed Palm Trees (subject to final design)
- ★ Proposed Street Lights (subject to final design)
- Stage 1a - 69 Lots
- Stage 1b - 47 Lots
- Stage 2 - 54 Lots
- Stage 3 - 21 Lots
- Stage 4 - 40 Lots
- Stage 5 - 21 Lots
- Stage 6 - 18 Lots
- Stage 7 - 11 Lots

E 12.1	Stage 5 & 7 Amended	RB
D 11.1	Stage Numbers Advanced	DC
C 11.1	Stage 2 Amended	DC
B 11.1	Staging Amended	DC
A 10.1	Preliminary Issue	DC

do Davis Digital
 201 Wellington Road, Auckland 1142
 Phone: 09 251 1000
 Fax: 09 251 1001
 Email: info@do.co.nz
 Website: www.do.co.nz

Proposed Subdivision of Lot 500 and 600 DP 432856



29130
300/E

KAIAPOI

DISTRICT MUSEUM

KAIAPOI
KAIRAKI BEACH
THE PINES BEACH
WOODEND
TUAHIWI
FLAXTON
OHOKA
CLARKVILLE
EYRETON
SWANNANOA

7th February 2023

The Chair
Kaiapoi-Tuahiwi Community Board
Waimakariri District Council
Private Bag 1005
Rangiora 7440



Dear Jackie,
Errors on signs

Back in October 2020 we wrote to the K-T Community Board that the sign on the river bank in Charles St. with the names of ships that visited the Kaiapoi Port has some errors. The worst error is that the ship *Wootton* (Amodeo) is written as *Wookkon*. A man had been asked by the Community Board to correct the sign. That man had met with Stewart Yellowlees and they discussed the errors and he was going to renew the whole sign. That has not been done. [Stewart's contact number is 327 7206] Also the street in Sovereign Palms of that ship's name is misspelt as *Wooton*

The sign outside Corcoran French's building outlining the history of the buildings that were and are now on that corner. It has the name Karl Hansen regarding the naming of Hansen's Mall. In all the writings about Mr Hansen it is always Carl Hansen, as is his tombstone in the Anglican Cemetery.

The Committee of the KDHS has asked me to bring these errors to the Board's attention.

Yours faithfully,

Jean Turvey, Secretary, Kaiapoi District Historical Society

"Somewhere to work, somewhere to live, someone to love, something to hope for."

Norman Kirk, Mayor of Kaiapoi 1953-57, Prime Minister of New Zealand 1974

Kaiapoi District Historical Society Inc.
Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, P.O. Box 344 Kaiapoi 7644
Phone: 03 311 8919, Email: kaiapoi-museum@gmail.com

POLICY

Roads and Streets

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

POLICY

Roads and Streets

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.

POLICY

Roads and Streets

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.

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

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Type Cont...	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**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.

Master List of Pre-approved Kaiapoi Road Names

Updated 22 July 2020

Pre-approved Road Name	History
Balch	
Bastings	Local early business owner
Begg	
Bevan Wright	Kaiapoi Brass Band stalwart
Blackie	
Bollington	(For Silverstream area) Mr Thomas Bollington arrived in the 1890s and was a farmer in Giles Road near the Silverstream subdivision. He died in 1914. Fred Bollington his son, took over the farm and later retired to Fuller St Kaiapoi. (Used in Silverstream stage 6)
Bowmaker	a sawyer and road builder. (Used in Ravenswood)
Brian	
Bristow	
Booker	shop owner in fifties and sixties
Braun	I have been both a Traffic Officer and Policeman for nearly 40 years in Kaiapoi and still live here, could a Street name be done in my name I prefer Karel or the surname Braun please. [Attended approximately 3000 accidents and 40 fatal accidents in the North Canterbury Area whilst on Duty].
Brownlee	No not Gerry , but Arthur and family who own Kaikanui Hotel
Brundell	Alfred Brundell – local farming family
Bunker	shop owner in fifties and sixties
Checketts	
Ching	Early settler family
Cordla	
Courtier	
Croucher	Local family as per letter received by Board 16 April 2012
Donald	Cecil Donald – Farmed where Sovereign Palms is now situated. (Used in Kaiapoi)
Dudding	Purchased George Jacksons Punt
Dudley	Dr Charles Dudley a town clerk and on Kaiapoi Roads Board
Eagleston	Early settler
Eckersley	first accountant in Kaiapoi, built a flax mill
Engelbrecht	farmers to NW of Coutts Island
Grimshaw	Local business family
Hamlett	Robert Hamlett – early settler arriving in 1851. Established the first hotel in Kaiapoi. (Used in Woodend)
Hatchwell	shop owner in fifties and sixties

Hayman	J A Hayman was on the Council 1906
Heney	David Heney from Carrickfergus, Ireland, one of the early settlers in Kaiapoi arrived in the 1860s. He was a dairy farmer on Beach Road and prepared salted butter for export to England. [Beyond the Waimakariri : by D N Hawkins] Heney and Isaac Saunders were responsible for constructing Beach Road. [Kaiapoi : Pauline Wood] He was also a pioneer of Presbyterianism in the district. (there are 2 similar names in the district – Hegan Place in Rangiora and Henrys Ford Road Loburn)
Hopkins	Brothers were local wool & skin buyers and returned servicemen
Hudson	
Joseph	
Joslen	(new roading west of Kaiapoi) Henry Willis Joslen brought his lot on Snyed Street in 1894, part of the original Dryden Sneyd subdivision. It was conveyed to his wife Alice in 1907. She remained living at the address for well over half a century. A son, also Henry Willis Joslen, died of wounds at Gallipoli in WWI. The property was conveyed to Alice's son Charles in 1942. Jack Blakeley Joslen owned property next door to the original section from 1951. Descendants of the Joslens remain living there to this day. (Used in Silverstream stage 6)
Jury	Long established local family
Kennett	Local family lived on Giles Road in 1950's and 1960's [duplicate]
Kath Adams	Past Councillor, Board member and active resident with Kaiapoi
Kennett	
Kitt Brown	Kitt Brown, local identity
Knighton	
Levey	
Lipscombe	shop owner in fifties and sixties
Lintott	Bill Lintott, local bandmaster, Beverley Lintott local volunteer and worked at Corcoran French for over 30 years
McFellen	
McGarry	Crimea War Veteran and last full military funeral in Kaiapoi in 1912
McGregor	
McKee	Local doctor and councillor (Used in Kaiapoi)
McQuillan	
Mealings	Long time local residents (5 generations) with members working at the Woollen Mill and heavily involved in local sport
Merrin	named after Conway Merrin who lived many years on Island Road
Midgley	Shop owner and school teacher
Midland	Midland Bus Company operated in the Kaiapoi area from WWII to the early 1980's.
Mitchell	Family operated market garden on Giles Road. (Used in Kaiapoi)
Naish	Long standing family in Kaiapoi. Family worked in railways, Kaiapoi

	freezing works, dux of Kaiapoi Borough School, presidents of Kaiapoi Lions, sports reps, electrical business, Kaiapoi Monograms, volunteer for Kaiapoi Community Trust.
Norris—	Chair of Eyre County Council. (Used in Mandeville)
Ohapuku	original name of area between end Mill Rd and Ohoka
Pinkham	Local family
Penney	The Penney family have been living in Kaiapoi since 1930's, and have owned property opposite Silverstream.
Pollard	J Pollard was on the Council 1928
Redmond	Kaiapoi Borough Councillor 1980-85, Kaiapoi Tuahiwi Community Board Member 2016-19, solicitor and partner in Corcoran French (formerly EJ Corcoran Son Thwaites and Brown) 1981-2017 council solicitors, life member KPA, Patron and life member Coastguard North Canterbury, foundation chair Kaiapoi Maritime Heritage Trust (formerly MV Tuho Kaiapoi Rivertown Trust) 2005-2020, honorary solicitor for numerous community groups and awarded Queens Service Medal for community service in 2019, Waimakariri District Councillor 2019 to current,(Kaiapoi Woodend Ward).
Rice	
Richards	The Richards family have been in (Kaiapoi) residence for a number of generations. Mrs Moody's parents have donated a South Island Rifle Championship medal plus six photographs relating to members of the family dating back to 1912
Stonyer	Ohoka mill
Thew	C R Thew was on the Council 1950
Tuuta	Brendon Tuuta represented NZ in Rugby League. Russell Tuuta representative NZ Maori in Rugby League
Vermeulen	Hans Vermeulen of Kaiapoi Keep New Zealand Beautiful
Waverley	name of farm on cnr Mill Rd and Island Rd. Home of Charles Morgan Williams MP and farmer
Wheeler	Family Albie, Nellie, Peter, Clive and David all living and working in Kaiapoi from the late 60s to early 90s. Community involvement included membership of the rugby, hockey and model aeroplane clubs, working men's club and competing in the Kane Shield during the 1980s.
Woodford	Richard Woodford, former Councillor and flourmill owner

Disclaimer: All names submitted to the Kaiapoi Road Naming Committee for consideration are received in good faith. The Committee does not check spelling or history details. Errors will be accepted and corrected where possible.

Note: The family names of Pohio and Karaitiana are referred to the Kaiapoi Community Board for consideration as future Reserve names.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 230321038693

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 17 April 2023

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Applications to the Kaiapoi-Tuahwi Community Board's Discretionary Grant Fund 2022/23

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

_____ General Manager

_____ Acting Chief Executive

1. SUMMARY

1.1. This report is to consider three applications for funding received from:

Name of Organisation	Purpose	Amount Requested
R13 Youth Development Trust	To purchase sports equipment, kitchen equipment and a new printer.	\$500
North Canterbury Adventure Club	To purchase an inflatable shade tent and electric pump	\$825
It Takes A Village Hub	Towards the cost of hosting a sewing bee	\$500

Attachments:

- i. Application from the R13 Youth Development Trust (Trim Ref: 230320038548).
- ii. Application from the North Canterbury Adventure Club (Trim Ref: 230331045367)
- iii. Application from It Takes A Village Hub (Trim Ref: 230403045931)
- iv. A spreadsheet showing the previous two years' grants.
- v. Board Funding Criteria 2022/23 (Trim Ref: 210603089725).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** Report No. 230321038693.
- (b) **Approves** a grant of \$..... to the R13 Youth Development Trust to purchase sports equipment, kitchen equipment and a new printer.
OR
- (c) **Declines** the application from the R13 Youth Development Trust.
- (d) **Approves** a grant of \$..... to the North Canterbury Adventure Club to purchase an inflatable shade tent and electric pump.
OR
- (e) **Declines** the application from the North Canterbury Adventure Club.

- (f) **Approves** a grant of \$..... to the It Takes A Village Hub towards the cost of hosting a sewing bee.
- OR**
- (g) **Declines** the application from the It Takes A Village Hub.

3. **BACKGROUND**

- 3.1. The ***R13 Youth Development Trust*** seeks funding to purchase replacement sports equipment, new kitchen equipment and a new printer.
- 3.2. The ***North Canterbury Adventure Club*** seeks funding to purchase an inflatable shade tent and an electric pump for outdoor trips.
- 3.3. The ***It Takes A Village Hub*** seeks funding for hosting a sewing bee to make toddler and baby pants and t-shirts.
- 3.4. The current balance of the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund for 2022/23 is \$3,632.

4. **ISSUES AND OPTIONS**

R13 Youth Development Trust (the Trust)

- 4.1 The Trust works with young people aged between 12 and 20 in North Canterbury to improve their quality of life and support them in finding opportunities for growth and wellbeing. The Trust aims to enhance the dignity and quality of life for rangatahi, their whānau, and their community by eliminating barriers to opportunity and helping them reach their fullest potential. The Trust's current role includes 20 young people, however, this number is expected to increase with referrals from the New Zealand Police, schools, the Ministry of Social Development and Oranga Tamariki.
- 4.2 The Trust recently refurbished its resource centre in Kaiapoi by installing a new kitchen, re-arranged the rooms to better utilise the available space and repainted. The Trust is now seeking assistance in funding outdoor equipment (bike helmets and balls) so the youth can use their bicycles and encourage outdoor recreation and sports. Also required is a hand mixer for the kitchen to assist young people in preparing meals. The Trust also wishes to replace its printer with a more efficient and cheaper printing option that uses ink tanks.
- 4.3 The Trust provides services for young people from all over the district, with approximately 35% coming from the Kaiapoi-Tuahiwi area. Benefits to the youth will be accessibility to outdoor equipment to improve health. The kitchen equipment will support healthy eating and food choices and enable young people to prepare meals for themselves and their families.
- 4.4 The required equipment is anticipated to cost \$622, and the Trust has requested a \$500 grant. The Trust is a volunteer organisation which relies on funding from various organisations such as the Lottery Grants Board, the Community Organisation Grants Scheme (COGS), and the Rata Foundation. This project will proceed even if this application is unsuccessful. However, it may be delayed until funding can be sourced. Smaller projects can be more challenging to fund, and the Trust would be grateful for assistance with this initiative. The Board granted the Trust \$500 in April 2017 for staff to attend a five-day Child Protection Programme, and the required Accountability Form was received.

North Canterbury Adventure Club (the Club)

- 4.5 The Club was established by a group of home-schooling families in 2018 and meets primarily outdoors, around North Canterbury, for students to explore and have free play. The Club allows families to organise outings and activities and share knowledge, skills, and talents to grow and learn together. The Club is open to all ages, from pre-schoolers to teenagers.

- 4.6 The Club meets weekly at a different outdoor location around the Waimakariri District to do outdoor learning or other outdoor activities, such as sports. The Club wishes to purchase an inflatable shade tent and electric pump as they are much easier for the students and predominantly mothers to set up. Not all families in the Club can afford shade tents, and although the Club promotes sun safety, it will be good for the students to have extra protection while out in nature.
- 4.7 It is anticipated that the shade tent and electric pump will cost \$825, and the Club will be hosting a sausage sizzle and community disco to raise funds. However, this project will only proceed if this application is successful. It is estimated that 20% of the students in the Club are from the Kaiapoi-Tuahiwi area, and this is the first time the Club has applied for Board funding. However, the Club is also applying to:

Community Board	Request	Funding
Woodend-Sefton Community Board	Sporting equipment	\$855
Oxford- Ohoka Community Board	Sporting equipment	\$900
Rangiora-Ashley Community Board	Training, first aid kit and supplies	\$1,000

- 4.8 It should be noted that the application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year.

It Takes A Village Hub (NZ) (the Hub)

- 4.9 The Hub is a registered charity based in Canterbury which provides baby and toddler bundles to families that need extra assistance. The bundles are accessible to families that apply, and there is no means testing or judgement. The Baby Bundles were launched in 2018, and toddler bundles in 2019, and to date, the Hub has provided over 1,000 bundles to families in Canterbury.
- 4.10 The Hub is hosting a sewing bee to make toddler and baby pants and t-shirts to include in their baby and toddler bundles. The Hub is therefore requesting \$500 to purchase fabric and elastic to sew pants for new-born to three months, two to four-year-old boys, and t-shirts for size two girls. The sewing bee will be hosted in May 2023, and the target is to make 150 pairs of pants, and 75 t-shirts, contributing towards 75 baby/toddler bundles.
- 4.11 It is estimated that 30% of the families the Hub assists are from the Kaiapoi-Tuahiwi area, and they distribute approximately 45% of their bundles through their Kaiapoi collection point. The Hub has sourced fabric through the community, the Kaiapoi Borough School is donating the use of their technology department, and Fabric Vision is providing a 25% discount and a drop box for fabric. The number of families in need keeps growing, and the sewing bee will proceed even if the application is unsuccessful.
- 4.12 In October 2021, the Board granted the Hub \$500 to host a family fun day to raise funds, however, the event was cancelled due to Covid, and the funding was therefore not allocated
- 4.13 The Board may approve or decline grants per the grant guidelines.
- 4.14 **Implications for Community Wellbeing**
There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.15 The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1 Mana whenua

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

No other groups or organisations other than the R13 Youth Development Trust, the North Canterbury Adventure Club, and It Takes A Village Hub is likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community will likely be unaffected by or interested in this report's subject matter. However, the community benefits if young people are engaged in supported activities and off the streets, which may lead to less vandalism and crime. The Baby and Toddler Bundles provide much needed support to families in the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 **Financial Implications**

The Annual Plan for 2022/23 includes budget provision for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups up to \$5,270. An amount of \$2,627 was carried forward from the 2021/22 financial year, bringing the Discretionary Grant Fund to a total of \$7,897 this financial year.

The application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year (July to June), even though a group can apply up to twice a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 is \$3,632.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. CONTEXT

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: R13 Youth Development Trust

Address: [Redacted]

WAIMAKARIRI DISTRICT COUNCIL

Contact Person within Organisation: Jeannette Adams

RECEIVED: 20 MAR 2023

Position within Organisation: Secretary / Treasurer

To: THEA

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

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

Assistance with funding for sports equipment, cooking equipment and new printer.

See attached

What is the timeframe of the project/event date? During the next month.

Overall Cost of Project: 621.90 Amount Requested: 500.00

How many people will directly benefit from this project? currently 20 students with more being referred

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

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

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

Oxford-Ohoka _____% Fernside/ Rangiora-Ashley 30% Woodend-Sefton 10% Kaiapoi-Tuahiwi 35%

Other (please specify): 15% unsure

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

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

Our trust relies on funding from Lotteries, Cogs, Rata, with smaller requests from Lion Foundation, Youthtown and Kiwi gaming. Funds are difficult to source, so we rely on successful applications to enable us to provide the best we can for our vulnerable young people.

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

Access to outdoor experiences, support with healthy eating & food choices

What is the benefit(s) to your organisation?

42

Items are available for youthworkers to utilise

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

young people are engaged in supported activities - are busy & kept off the streets which leads to less crime in the community

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

If yes, name of parent group: _____

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

/

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

Have not applied elsewhere for funding these items

Have you applied to the Kaiapoi-Tuahiwi 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: J Adams Date: 18/3/23



The R13 Charitable Trust – P.O.Box 6, Kaiapoi 7644 e: R13youthdevelopmenttrust@gmail.com www.r13youthtrust.com

Kaiapoi-Tuahiwī Community Board

Waimakariri District Council.

18 March 2023.

Dear board members,

We are seeking assistance with funding for outdoor equipment (bike helmets and balls) a hand mixer for baking, a capo for our guitar and a new printer.

We have bicycles available, but no helmets, our tennis and cricket sets have been depleted over time. A hand mixer for students to use when preparing meals would be very well used. Our youth worker is developing an “ R13 cookbook “alongside the young students enabling them to learn how to feed their families with healthy, cheap meals.

Our printer is widely used, but costing a substantial amount of money to keep the ink flowing. An updated version with ink tanks would be a preferable replacement.

Our Trust is currently in the process of refurbishing our resource centre in Kaiapoi, and with the help of our enthusiastic youth workers, have installed a new kitchen , re-arranged the rooms to better utilize the available space, and have repainted the entire space.

We hope to make this into an interesting environment for our young people to feel safe, where support with counseling, mentoring, life skills,cooking, budgeting, employability opportunities and physical fitness is easily available and to support them to communicate with potential opportunities .Our very experienced staff will be walking alongside our rangitahi and whanau to ensure set goals are being met.

We are looking forward to running 2 drop-in days per week, One day will be unstructured, one will be structured – rotating programming including the employment readiness workshop. These drop in days may be extended, depending on youth workers appointment schedules.

There is an identified need in our community for prevention strategies, with community referrals from Police, schools, MSD and Oranga Tamariki on the increase we need to increase our capacity for services to this region. With our long history of community engagement with rangatahi and whanau we know we are providing a valuable service to give our rangatahi a purpose by continuing to connect them with whanau and their community.

We propose to engage and support the young people before they turn to crime, often as a result of boredom and lack of direction

What are the expected benefits/outcomes?

- To guide rangatahi and tamariki by promoting positive growth and development to continue to meet their goals by building their Whanaungatanga within the community & whanau.

- To be confident we meet the needs of whanau by providing an environment which our whanau feel is something they have been a part of building.
- To improve the young person's self-esteem by offering a community-based life skills programmes, We provide an environment where rangatahi are able to learn individual life skills which may include cooking their own kai, keeping our whare clean and tidy by learning the importance of what this means individually.
- To provide the opportunity to participate in wholesome recreational outlets and other social experiences and to assist rangatahi in their adjustment academically, socially and behaviorally in the community and home.
- R 13 embraces whanau to fully participate in our responsibility to ensure we are meeting our whanau needs..
- To continue to upskill staff and volunteers to continue to provide a high standard of support for our whanau.
- To continue to build R13 Trust's programmes, values and commitment to the community.
- To give all our rangatahi the ability to achieve their dreams and aspirations, goals and objectives, no matter how big or small to provide an opportunity for a purpose.

"We all have a purpose in life, and when you find yours you will recognise it."

Expense summary:

Hand mixer	17.00
Helmets	86.00
Balls	51.00
Capo	18.90
Printer	<u>449.00</u>
Total	\$ 621.90

Grant requested \$500.00

We look forward to your favourable decision.

Jeannette Adams (secretary)

027 505 8099

J Adams

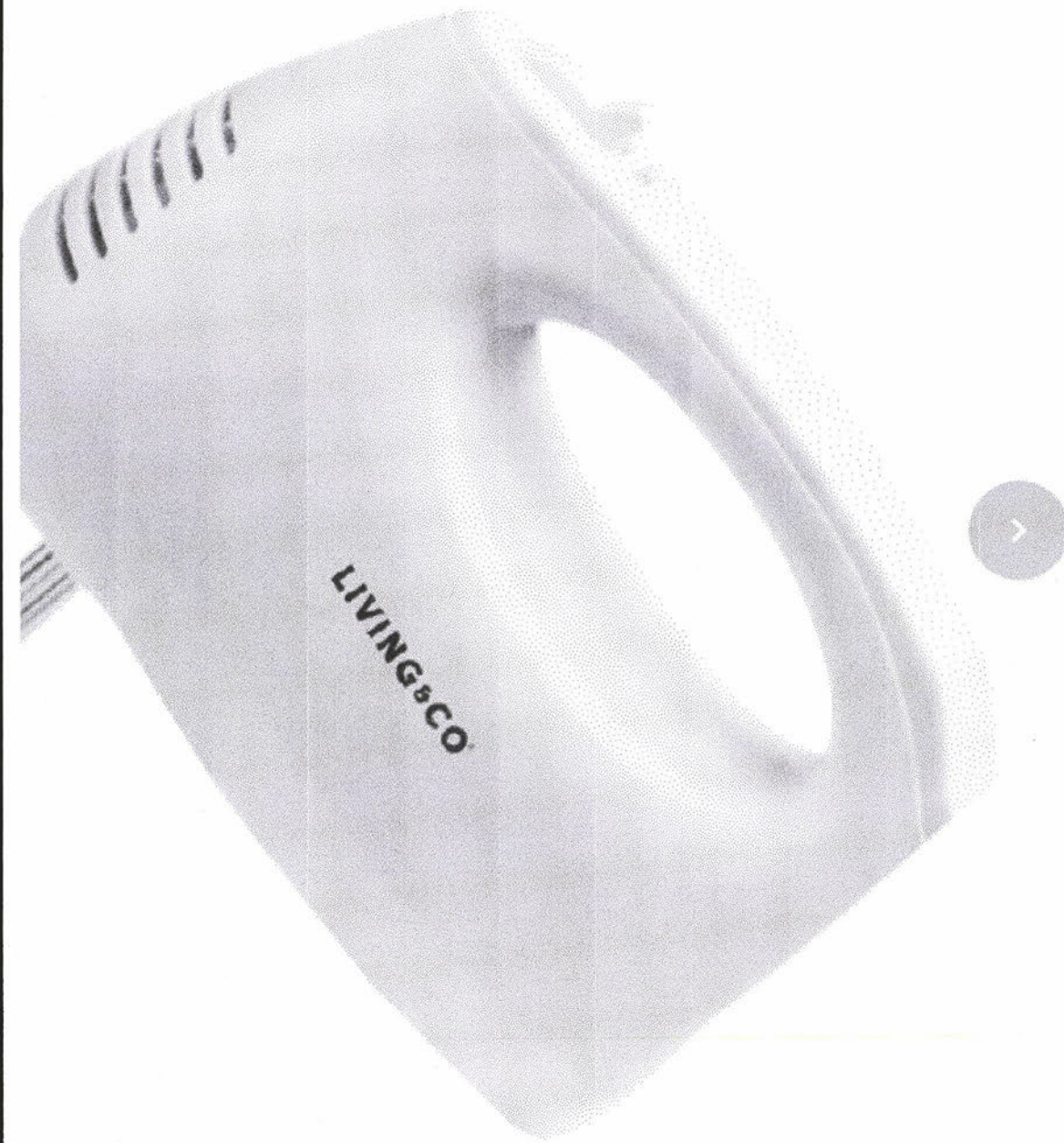


The R13 Charitable Trust – P.O.Box 6, Kaiapoi 7644 e: R13youthdevelopmenttrust@gmail.com www.r13youthtrust.com

- R13 Youth Development Trust is a community based, non government organisation providing services to meet North Canterbury's demands and needs in areas such as Mental health and social wellbeing, and restorative justice for our youth.
- R13 Youth Development Trust has been supporting our local community for over 24 years, enabling individuals to reach their potential, and our community to thrive. Starting life delivering a single programme in the Waimakariri, our programme scope and geographical coverage has expanded to include the whole of the North Canterbury region, providing a continuum of service from prevention and diversion to ongoing support for our most vulnerable whanau.
- We create and operate programmes that influence the lives of our youth and provide better social achievement outcomes. Our programmes are designed to meet the needs in our community and achieve positive outcomes. We operate from our resource centre in Kaiapoi, a safe, mana enhancing environment where young people are able to come for any support or issues they may face.
- We operate a Community Service programme where young people are supervised to pick up litter from the Ashley River on weekends and during school holidays, making them accountable for offending in the community.
- We offer drug and alcohol counseling ,mentoring and youth worker support for young people and their families, supporting them with life skills, cooking, budgeting and skills to enable them to contribute to society.
- The demand for support with life skills, mental health and social wellbeing is rapidly increasing with many young people facing a number of challenges.
Our vision is to support these young people by promoting these skills and keeping them motivated, addressing their mental wellbeing, anger, drug and alcohol issues through counselling and mentoring and enabling them to find employment or training.

By engaging in a positive way, we stand alongside our young people to set goals, motivate and encourage good routines,develop pro-social behaviours, support with anxiety, and support young people to attend appointments.

The trust relies on charitable grants from Lottery, Rata and Cogs for wages and salaries, with grants from the Lion Foundation ,Kiwi Gaming and others to assist with small projects funding.



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Delivery	FREE								
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86.00

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[Help](#)

4 tennis balls, 2 cricket balls, 1 basketball, 1 frisbee

15/3/23 at The Warehouse:

thewarehouse
Categories

HELP
STORES
WISHLIST
SIGN IN
CART

Sold & shipped by The Warehouse

Active Intent Sports Cricket Wind Ball Yellow Mid

Choose a store to see availability

Edit Move to Wishlist

×

\$10.00

Sold & shipped by The Warehouse

Fila Tennis Balls Yellow Mid 4 Pack

Choose a store to see availability

Edit Move to Wishlist

×

\$12.00

Sold & shipped by The Warehouse

Avaro Basketball Match Assorted Size 7

Choose a store to see availability

Edit Move to Wishlist

×

\$22.00

Sold & shipped by The Warehouse

Active Intent Play Frisbee 275mm Assorted

Choose a store to see availability

Edit Move to Wishlist

×

\$7.00

Delivery method

Click & Collect
Choose store

Standard Delivery

Apply promo code

APPLY

Order summary

Subtotal	\$51.00
Delivery	FREE
The Warehouse Click & Collect — FREE	
Total to pay	\$51.00

All prices include GST

PROCEED TO CHECKOUT

\$51.00

15/3/23 at Rebel Sport:

rebelssport.co.nz/cart/
Update

ITEM DETAILS	UNIT PRICE	QUANTITY	TOTAL
<p>Team Loose Tennis Ball Yellow</p> <p>Remove</p>	\$1.99	- 4 +	\$7.96
<p>Kookaburra PVC Cricket Ball Red</p> <p>Remove</p>	\$9.99	- 2 +	\$19.98
<p>Spalding TF 150 Varsity FIBA Outdoor Basketball</p> <p>Colour: N Size: 6</p> <p>Remove</p>	\$24.99	- 1 +	\$24.99
<p>NZ Rippa Frisbee</p> <p>Remove</p>	\$13.99	- 1 +	\$13.99

66.92



Russell Hobbs Desire Hand Mixer Matte Black RHM5BLK

\$99.99

or from 4 fortnightly payments of **\$25.00** afterpay

or from 6 weekly payments from **\$16.67** LAYBUY

Quantity:

- 1 +

ADD TO CART



[See all details](#)

LHM150SIL

Matte Black RHM5BLK

Accesso



I'm looking for...

Favourites: Computers Smart Security Televisions Nintendo Switch Aerial Photography

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< Inkjet Printers

Canon Pixma G4610 MegaTank Printer

★★★★★ 3.5 (4) Write a review



Chat with us



Qty: 1

NOW

\$449⁰⁰

Offer ends 21/03/2023

4 interest free payments of \$112.25 [Learn more](#)



 **Protect your product**

[View details](#)

3 Yr Product Protection

~~\$52.99~~

No thanks

ADD TO CART

8



Get \$50 cashback when you purchase this Canon Megatank printer. Offer ends 16/04/2023*

* T&C's apply

Delivery and returns

[Details](#)

 **Click & Collect**

Select stores

 **Standard delivery**



Chat with us

 **CHECK IN-STORE AVAILABILITY**

Product details

Model: G4610 Product Id: N172280

Canon Pixma MegaTank G4610 All-in-one CISS Inkjet Printer, 2-line LCD Display, 4 individual colour Hybrid inks (Pigment Black, Dye C/M/Y), Ink Bottle System, Rear paper feed, Borderless printing up to A4, Wireless and Cloud printing capabilities.

Features & Benefits

- Print/Scan/Copy/Wi-Fi/Fax
- 20 Sheet Automatic Document Feeder, Borderless printing up to A4
- Color/Black: 5/8 Pages Per Minute
- Ink: GI690 (BK,C,M,Y)
- Windows and Mac Compatible
- Pixma Cloud link to print from a smart device
- 2 line LCD screen
- Dimensions: 455mm (W) x 330mm (D) x 197mm (H). Weight: 7.2kg
- High Ink Yield offers cost saving and the added convenience of not having to regularly purchase ink
- High page yields, up to 6,000 pages B&W, up to 7,000 pages colour

Canon



Chat with us

Profit and loss report

Accrual mode

01 Jul 2021 - 30 Jun 2022

	Total
4-0000 Income	
4-1300 ECAN	12,100.00
4-1350 Attendance Service	40,000.00
4-1400 Oranga Tamariki - Fresh Start	45,310.31
4-1401 Oranga Tamariki Grant	5,000.00
4-1450 Oranga Tamariki - Mentoring	4,162.50
4-1452 Lions Foundation 2021-2022	3,526.09
4-1453 Lotteries 2021-2022	30,000.00
4-1454 Mainpower 2021-2022	869.57
4-1456 Pub Charity - 2021	840.00
4-1458 Rata Foundation 2021-2022	26,086.96
4-1459 Donations received	100.00
4-1460 COGS	5,000.00
4-1461 Bapcor Grant	3,125.00
Total Income	176,120.43
Gross Profit	176,120.43
6-0000 Expenses	
6-1100 Accident Compensation Levy	237.60
6-1110 Accounting & Bookkeeping	2,143.88
6-1120 Advertising & Marketing	1,731.08
6-1160 Bank Fees	30.00
6-1170 Board Expenses	612.16
6-1300 Depreciation	1,314.00
6-1430 Electricity - 147 Williams Street	1,158.48
6-1540 Insurance Expenses	
6-1550 Insurance - Business	3,153.70
6-1551 Insurance - Liability	1,505.00
6-1552 Insurance -mitsi CS	369.92
6-1553 Insurance - Nissan - NS	401.45
6-1554 Insurance - Briford	68.63
Total Insurance Expenses	5,498.70
6-1700 Motor Vehicle Expenses - Admin	220.93
6-1701 Motor Vehicle Expenses - Community Service	709.63
6-1702 Motor Vehicle Expenses - Community Service - Fuel	1,953.58
6-1703 Motor Vehicle Expenses - Community Service - Trailer	27.83
6-1704 Motor Vehicle Expenses - Fresh Start	159.44
6-1705 Motor Vehicle Expenses - Fresh Start - Fuel	476.01
6-1707 Motor Vehicle Expenses- Attendance Fuel	337.34
6-1708 Motor Vehicle expenses - attendance	94.92
6-3020 Office Supplies	503.65

6-4000 Payroll Expenses	
6-4100 Payroll - Wages - Admin	3,576.92
6-4101 Payroll - Wages - Community Service	8,314.60
6-4102 Payroll - Wages - Fresh Start	21,876.70
6-4103 Payroll - Wages - Youth Worker	22,270.79
6-4104 Payroll - Wages - Attendance	8,971.44
6-4130 Payroll - Other	21,471.18
Total Payroll Expenses	86,481.63
6-4280 Printing & Stationery	58.13
6-4320 Repairs & Maintenance - 147 Williams Street	752.59
6-4400 Staff Training & Education	16.96
6-4401 Staff Training & Education - Youth Worker	735.38
6-4450 Sundry Expenses - Community Service	416.04
6-4453 Sundry Expenses - Youth Worker Programme	895.58
6-4454 Sundry Expenses - YW - Equipment	31.30
6-4458 Supervision (clinical) - Fresh Start	69.57
6-4459 Supervision (clinical)- Youth Worker	147.83
6-4460 Telephone & Internet - 147 Williams Street	1,208.60
6-4462 Telephone & Internet - Community Service	166.92
6-4463 Telephone & Internet - Fresh Start	166.92
6-4464 Telephone & Internet - Youth Worker	325.56
6-4465 Telephone & internet attendance service	1.71
6-4520 website	521.74
6-4521 Safety Equipment	45.00
6-4522 Lion Foundation	351.28
Total Expenses	109,601.97
Operating Profit	66,518.46
8-0000 Other Income	
8-1000 Interest Received	290.92
8-1061 Covid Wage Subsidy	3,354.00
Total Other Income	3,644.92
9-0000 Other Expenses	
9-1000 Interest Expense	19.53
Total Other Expenses	19.53
Net Profit	70,143.85

Balance sheet report

Accrual mode

30 Jun 2022

	Total
1-0000 Assets	
1-1000 Current Assets	
1-1100 Bank Accounts	
1-1110 Business Bank Account #1	110,149.73
1-1161 Diversion	0.28
1-1162 Investment	33,664.55
Total Bank Accounts	143,814.56
Total Current Assets	143,814.56
1-2100 Property, Plant & Equipment	
1-2120 Accum. Depr. Plant & Equipment	1,284.00
1-2210 Building	20,538.00
1-2510 Motor Vehicles	4,725.00
Total Property, Plant & Equipment	26,547.00
Total Assets	170,361.56
2-0000 Liabilities	
2-0010 Current Liabilities	
2-1211 GST Liabilities	
2-1212 GST Balance	1,993.38
Total GST Liabilities	1,993.38
2-1350 Payroll Liabilities	5,960.40
Total Current Liabilities	7,953.78
Total Liabilities	7,953.78
Net Assets	162,407.78
3-0000 Equity	
3-0050 Trustees Opening Balance	99,957.36
3-9000 Current Year Earnings	70,143.85
3-9999 Historical Balancing	(7,693.43)
Total Equity	162,407.78

Groups applying for Board Discretionary Grants 2022/2023Name of Group: North Canterbury Adventure Club (Homeschool Group)Address: [REDACTED]Contact Person within Organisation: Carly TataPosition within Organisation: PresidentContact phone number: [REDACTED]Email: [REDACTED]**Describe what the project is and what the grant funding be used for?** *(Use additional pages if needed)*

Our homeschool group meets at a different outdoor location around the waimakariri district area every monday, as well as other extra activities throughout the week if, (for sports days etc.) We would be looking to purchase an inflatable shade tent and electric pump with this funding as we have found the inflatable shade tent is alot easier to use and set up, especially when weather turns

What is the timeframe of the project/event date? This will be used on an ongoing basis for sun safetyOverall Cost of Project: \$825Amount Requested: \$825How many people will directly benefit from this project? 1000Who are the range of people benefiting from this project? *(You can tick more than one box)*

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

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

Oxford-Ohoka 20 % Rangiora-Ashley 40 % Woodend-Sefton 20 % Kaiapoi-Tuahiwi 20 %

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?

We would still meet regularly, we just wouldn't have the shade tent to set up at meet-ups for the community to have respite from the sun and elements.

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

Sun safety. Not all families in our community can afford shade tents, and although we promote sun blocking, its good for our community to have somewhere to be out in nature but stay sun safe

What is the benefit(s) to your organisation?

If we are well resourced and health and safety conscious, the community is more likely to continue to attend. A sustainable community organisation.

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

Getting the people of the community out and about in the district parks, reserves and outdoor spaces in a safe, sun smart way.

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 doing sausage sizzles and a community disco.

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

If yes, please supply details:

We are applying to the Woodend/Tuahiwi and Ohoka/Oxford boards for more sports equipment. Rangiora/Ashley Board for first aid training & supplies.

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: Carly Tata

Date: 28 March 2023



North Canterbury Adventure Club was established in 2018 by a group of home schooling mums who saw the need to create a community group that facilitated weekly interactive activities for the North Canterbury homeschooling community. Since 2018 the group has grown from just a few families to more than 400 in 2023. Group events and weekly gatherings are open to all to participate in and on average we have around 80-100 people attending on any given day.

Adventure Club is open to all ages, from preschoolers through to teenagers. We even encourage (and often have) grandparents come along and get involved in the action. As the group and the needs of our community have grown over the years, we have evolved to meet the needs of various ages and cater for different developmental needs. Over the past year we have established a youth group that meets once a week, and we offer additional activities as needed or instigated by the group. Another group specifically for primary aged children meets at a separate location at the same time the youth group meets.

We hold parent information and education evenings, as well as social evenings for parents to empower them in their roles as first teachers on their home schooling journey.

Below is an example of our typical weekly/monthly meet-up opportunities and activities:

Mondays (11-3pm) Outdoor free play at different parks, rivers, beaches, reserves and other local destinations around the North Canterbury region.

Tuesdays (6:30-7:30pm) Family circuit training for all ages.

Wednesdays (11:30-3pm) Extra-curricular activities to educational venues/classes, hikes, and overnight trips to DOC huts around North Canterbury and the wider Canterbury area. All ages are welcome.

Thursdays (6:30-7:30pm) Family circuit training for all ages.

Fridays (1-3:30pm) Homies Youth Group and Adventure Club Primary Group

We also offer a range of other activities and opportunities throughout the year. Some of these include:

- St John in Schools classes
- Ski/snowboard days with lessons
- Education programmes at the Christchurch Art Gallery, Air Force Museum and the Canterbury Museum
- Overnight hikes and outdoor survival skills
- Sports days (triathlons and race days etc)
- Camping trips, including Spring Camp at Mt Hutt Retreat
- Community fundraising disco
- Home school market and expo

We are always looking for ways to strengthen our community and educate them around safety as we do spend a lot of our time outdoors. With this in mind, we regularly promote and educate our children and parents about water safety and have annual first-aid classes through St John in Schools to refresh everyone's knowledge.

Our core aim as a community is to provide regular opportunities for parents to be involved in learning through play alongside their children, and to role model to their children that learning is an adventure that never ends.

Kaiapoi/Tuahiwahi Board

Torpedo7

Torpedo7 Air Series Gazebo + 4 Walls and Floor - Vallarta Blue

★★★★★



54% OFF
~~\$1,599.99~~ \$724.99
25 flybuys

CLUB

Ends Midnight Tue, 28 Mar - All discounts apply to the original regular price and are not available with any other offer or club member discount. Excludes Clearance

COLOUR: VALLARTA BLUE



QTY:

- 1 +

ADD TO CART



DELIVERY OPTIONS

Ship to New Zealand Only

[Details](#)

Click and Collect

Your click and collect items may be in stock in your selected store, or may need to be shipped from another location to your selected store, in which case normal delivery times and additional 'delivery to store' charges would apply.



Torpedo7

Torpedo7 Electric ISUP Pump

★★★★★



66% OFF
~~\$299.99~~ \$99.65
4 flybuys

CLUB Free Click & Collect (delivery to store) on small sized items >

CLUB Free Delivery on orders over \$119 on small sized items (T&Cs apply) >

QTY:

- 1 +

ADD TO CART



DELIVERY OPTIONS

Ship to New Zealand Only

[Details](#)

Click and Collect

Your click and collect items may be in stock in your selected store, or may need to be shipped from another location to your selected store, in which case normal delivery times and additional 'delivery to store' charges would apply. [Click here for an indication of current availability](#)

Club Small Delivery

This is a small item.

RETURNS



North Canterbury Adventure Club 3rd quarter reconciliation			
Opening balance		0	
Deposits		\$2,414.66	
Withdrawals		717.24	
Closing balance		\$1,697.42	
Date	Detail	Deposit	Withdrawal
18/7/22	Muir camp deposit		\$25
18/7/22	White camp deposit		\$25
18/7/22	Ford Disco tickets x2		\$10
19/7/22	Tata Fundraising prior to holding account		\$50
19/7/22	Tata Camp deposit		\$25
19/7/22	Johnson camp deposit		\$25
20/7/22	Sligting camp deposit		\$25
20/7/22	Abrahams camp deposit		\$25
22/7/22	Williams camp deposit		\$25
23/7/22	King camp deposit		\$25
25/7/22	Laird camp deposit		\$25
27/7/22	Keegan camp deposit		\$25
29/7/22	Jesson camp deposit		\$25
29/7/22	Fisher camp deposit		\$25
29/7/22	White disco tickets		\$15
29/7/22	Thompson disco tickets		\$20
29/7/22	Fisher disco tickets		\$15
29/7/22	Jaunay camp deposit		\$25
29/7/22	Smith camp deposit		\$25
30/7/22	Money collected from events prior to holding a bank	\$28.43	
30/7/22	King disco tickets	\$20	
30/7/22	Reimbursement for disco hall booking		\$43.60
31/7/22	Camp deposit paid to Mt Hutt		\$350
1/8/22	Muir disco tickets	\$30	
1/8/22	Tata disco tickets	\$30	
1/8/22	Bell disco tickets	\$20	
1/8/22	Harwood camp deposit	\$25	
2/8/22	Williams disco tickets	\$15	
3/8/22	Abrahams disco tickets	\$10	
3/8/22	Brass disco tickets	\$20	
4/8/22	Joss disco tickets	\$15	
5/8/22	Reid disco tickets	\$25	
8/8/22	Jesson disco tickets	\$20	
8/8/22	Jordan Reid disco tickets x2, accidentally transferrec	\$50	
8/8/22	White disco ticket	\$5.00	
9/8/22	Carly reimbursement disco decorations, sports balls		\$157.44
9/8/22	Carly reimbursement \$40 accidentally transferred into group account by Jord		\$40
10/8/22	Disco door takings	\$166	
10/8/22	Jo Reimbursement for spike ball		\$26
22/8/22	Josh Shaw ski trip payment for Ellie	\$50	

23/8/22	Carly Tata ski trip x3	\$150	
25/8/22	Renee Clayton camp deposit	\$25	
29/7/22	Ward Ski trip x3	\$150	
30/8/22	Fitzpatrick ski trip x3	\$150	
31/8/22	Interest	\$0.03	
1/9/22	White ski trip x2	\$100	
1/9/22	service fee		\$0.20
5/8/22	Muir ski trip x3	\$150	
5/8/22	Bosher ski trip x2	\$100	
7/9/22	Martin Zapata ski trip x3	\$150	
8/9/22	Jean Williams ski trip Rosie and Keiran	\$100	
10/9/22	Hunter Lovell ski trip	\$50	
12/8/22	Kirsty Abraham's ski trip x2	\$100	
13/9/22	Kirsty ski trip accidentally paid twice	\$100	
13/9/22	Reimbursed Kirsty for 2nd ski trip payment		\$100
14/9/22	Feary ski trip x2	\$100	
14/9/22	Bank reimbursement for fee	\$0.20	

North Canterbury Adventure Club 4th quarter reconciliation			
Opening balance		\$1,697.42	
Deposits		\$2,810.00	
Withdrawals		\$3,977.80	
Closing balance		\$529.62	
Date	Detail	Deposit	Withdrawal
15/9/22	Jesson ski trip x3	\$150.00	
15/9/22	Barrish ski trip x2	\$100.00	
21/9/22	King ski trip x3	\$150.00	
21/9/22	Tata extra 2 for ski trip	\$100.00	
21/9/22	Payment to Porter Heights ski trip		\$1,850.00
24/9/22	Forrester ski trip x1	\$50.00	
27/9/22	Keegan camp payment	\$60.00	
29/9/22	Johnson (Reuben) camp	\$170.00	
29/9/22	Fisher camp	\$80.00	
30/9/22	Abrahams camp	\$80.00	
30/9/22	Shaw Camp	\$50.00	
30/9/22	Bosher Camp	\$105.00	
30/9/22	Jaunay Camp	\$170.00	
30/9/22	Muir Camp	\$125.00	
30/9/22	White Camp	\$75.00	
3/10/2022	Harwood Camp	\$200.00	
3/10/2022	Jesson Camp	\$65.00	
3/10/2022	Holland Camp	\$77.00	
3/10/2022	Tata Camp	\$150.00	
3/10/2022	Williams Camp	\$83.00	
3/10/2022	Clayton Camp	\$125.00	
3/10/2022	Clayton camp payment for Alayna	\$85.00	
3/10/2022	Service Fee		\$0.20
5/10/2022	Keegan camp	\$36.00	
7/10/2022	Muir Camp	\$46.00	
7/10/2022	King Camp	\$42.00	
7/10/2022	Jaunay Camp	\$68.00	
7/10/2022	White Camp	\$46.00	
7/10/2022	Abrahams camp	\$16.00	
7/10/2022	Williams Camp	\$38.00	
8/10/2022	Fisher camp refund		\$59.00
8/10/2022	Keegan camp refund		\$35.00
9/10/2022	Mt Hutt Retreat payment		\$2,024.00
10/10/2022	Johnson (Reuben) camp	\$60.00	
11/10/2022	Tata Camp	\$76.00	
11/10/2022	Bosher Camp	\$29.00	
12/10/2022	Jesson camp	\$29.00	
12/10/2022	Clayton camp	\$55.00	
12/10/2022	Clayton camp (Alayna)	\$19.00	
13/10/22	Harwood Camp refund		\$9.00

1/11/22 Service Fee		\$0.60
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66
Groups applying for Board Discretionary Grants 2022/2023

Name of Group: It Takes A Village Hub (NZ)

Address: [REDACTED]

Contact Person within Organisation: Jessica Roberts

Position within Organisation: Director and Toddler bundles manager

Contact phone number: [REDACTED]

Email: [REDACTED]

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

We are hosting a sewing bee to make toddler and baby pants, and t-shirts. We provide free baby and toddler bundles to the community but have run out of pants for 0-3month, 2,3,4yr-old boys, and t-shirts for size 2 girls. With a lot of offers of physical help we feel a sewing bee is a cost-free way for community to contribute. we are seeking \$500 to purchase additional fabric and elastic.

What is the timeframe of the project/event date? 3 consecutive weeks in May (10th, 17th, 24th)

Overall Cost of Project: \$850

Amount Requested: \$500

How many people will directly benefit from this project? 150

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

People with disabilities (mental or physical) Cultural/ethnic minorities District

Preschool School/youth Older adults Whole community/ward

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

Oxford-Ohoka 5 % Rangiora-Ashley 5 % Woodend-Sefton 5 % Kaiapoi-Tuahiwi 30 %

Other (please specify): 55% across other areas of Canterbury

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

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

NA - we have already purchased \$225 of fabric and \$79 on size labels (so that we can sort the items on return to us through donations), but underestimated the interest in the event from the community.

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

Learning to sew, community engagement, social interaction and donation of time to provide clothing to the bundles program.

What is the benefit(s) to your organisation?

67

Target is 150 pairs of pants, 75 t-shirts - this will contribute towards 75 baby/toddler bundles.

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

we distribute approx 45% of our total bundles through our Kaiapoi collection point.

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?

NA

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 have sourced fabric through the community, Kaiapoi Borough school are donating the use of their technology department, Fabric Vision are providing a 25% discount, and a drop box for

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

If yes, please supply details:

We applied to host a family fun day - this was cancelled due to Covid.

- 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: J Roberts

Date: 02/04/23

ITEMIZED EXPENSES

Requested by			Payee		
office supplies	other Consumables	Rubbish and waste	Bunnings	CCC	Countdown
Salary - Direct	Salary - Tax purposes	salary -direct	Crombie and Lockward	Ecodrop	Fabric vision

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
3000	18/03/2022	119	Building lease	\$104.97	CCC	Lease	Internet banking	N/A	
8000	3/04/2022	113	Stationary and Printing	\$35.99	Paperplus	Laminating pouches	eftpos	Jess	
31000	14/04/2022	111	office equipment and storage	\$665.92	Bunnings	Racking and containers	eftpos	Jess	
6000	22/04/2022	112	Rubbish and waste	\$17.67	Ecodrop	Waste	eftpos	Jess	
6000	24/04/2022	114	Rubbish and waste	\$23.56	Ecodrop	Waste	eftpos	Jess	
12000	24/04/2022	115	office supplies	\$28.00	Countdown	weed spray / WD40	eftpos	Jess	
3000	26/04/2022	120	Building lease	\$104.97	CCC	Lease	Internet banking	N/A	
31000	13/05/2022	116	office equipment and storage	\$1,084.80	Warehouse Stationary	2 x desks, 2 x mobiles	eftpos	Jess	
31000	13/05/2022	117	office equipment and storage	\$699.00	Warehouse Stationary	Printer	eftpos	Jess	
8000	13/05/2022	118	Stationary and Printing	\$32.48	Warehouse Stationary	Paper A4 and A3	eftpos	Jess	
3000	20/05/2022	123	Building lease	\$104.97	CCC	Lease	Internet banking	N/A	
2000	20/05/2022	126	Internet and Phone	\$139.69	Spark	Phone and Broardband	Internet banking	N/A	
24000	15/06/2022	108	Bundle expense	\$48.40	The warehouse	Wipes	eftpos	Jess	
34000	18/06/2022	101	Fundraiser	\$7.49	Unichem	Raffle prize	eftpos	Jess	Matariki
34000	18/06/2022	102	Fundraiser	\$30.40	Countdown	Raffle prize	eftpos	Jess	Matariki
34000	18/06/2022	103	Fundraiser	\$75.38	New World	Raffle prize	eftpos	Jess	Matariki

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
34000	18/06/2022	104	Fundraiser	\$26.97	Paperplus	Raffle prize	eftpos	Jess	Matariki
34000	18/06/2022	105	Fundraiser	\$20.00	Vintage Rose	Raffle prize	eftpos	Jess	Matariki
12000	18/06/2022	110	office supplies	\$6.98	Mitre 10	Pest control	eftpos	Dani	
2000	20/06/2022	127	Internet and Phone	\$139.69	Spark	Phone and Broardband	Internet banking	N/A	
29000	22/06/2022	109	labels	\$36.99	Paperplus	Postage	eftpos	Dani	
17000	24/06/2022	100	Bundle expense	\$100.00	Kmart	single bedding	eftpos	Jess	
35000	6/07/2022	107	staff expenses	\$45.00	Postie	3 x hoodies	eftpos	Jess	
35000	9/07/2022	106	staff expenses	\$150.00	Logoland	Logoprinting on hoodies	eftpos	Jess	
12000	14/07/2022	121	office supplies	\$102.50	Bunnings	Heaters x 2	eftpos	Jess	
22000	17/07/2022	122	fabric	\$44.00	Toms Emporium	Fleece and ribbing	eftpos	Jess	
8000	20/07/2022	124	Stationary and Printing	\$63.83	Stamps Plus LTd	Charity seal	eftpos	Jess	
3000	20/07/2022	125	Building lease	\$104.97	CCC	Lease	Internet banking	N/A	
2000	20/07/2022	128	Internet and Phone	\$139.69	Spark	Phone and Broardband	Internet banking	N/A	
34000	26/07/2022	129	Fundraiser	\$500.00	Mega Air	Toddler Disco	Internet banking	N/A	
3000	31/07/2022	130	Building lease	\$104.97	Ccc	Lease	Internet banking	N/A	
2000	21/08/2022	131	Internet and Phone	\$139.69	Spark	Phone and Broardband	Internet banking	N/A	
3000	21/08/2022	132	Building lease	\$104.97	CCC	Lease	Internet banking	N/A	
12000	27/08/2022	138	office supplies	\$42.97	Paperplus	Envelopes, stamps	eftpos	Jess	
2000	6/09/2022	133	Internet and Phone	\$139.69	Spark	Phone and Broardband	Internet banking	N/A	
31000	10/09/2022	137	office equipment and storage	\$266.00	Bunnings	Racking x 2	eftpos	Jess	
34000	20/09/2022	142	Fundraiser	\$2,000.00	Silky Otter	Ladies Night	Internet banking	N/A	

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
34000	29/09/2022	136	Fundraiser	\$315.00	Silky Otter	Ladies Night	eftpos	Jess	
2000	6/10/2022	135	Internet and Phone	\$139.69	Spark	Phone and Broadband	Internet banking	N/A	
26000	10/10/2022	139	hairbrushes	\$160.00	Kmart	Hairbrushes, Combs	eftpos	Jess	
16000	10/10/2022	140	Feeding items	\$60.00	Kmart	plates, bowls, cups x 32	eftpos	Jess	
3000	13/10/2022	134	Building lease	\$209.94	CCC	Lease	Internet banking	N/A	
34000	15/10/2022	141	Fundraiser	\$20.00	Kaipoi Promotions	Santa parade stall	Internet banking	N/A	
34000	16/11/2022	143	Fundraiser	\$150.00	Silky Otter	Glass Onion	Internet banking	NA	
2000	16/11/2022	144	Internet and Phone	\$139.69	Spark	Phone and Broadband	Internet banking	NA	
34000	23/11/2022	145`	Fundraiser	\$32.25	Countdown	Glass Onion	eftpos	Dani	
30000	26/10/2022	146	other Consumables	\$20.53	Countdown	Storage bags / milk	eftpos	Dani	
12000	22/11/2022	147	office supplies	\$7.99	Paperplus	copy paper	eftpos	Dani	
30000	27/10/2022	148	other Consumables	\$12.60	Countdown	Storage bags / milk	eftpos	Dani	
34000	23/11/2022	149	Fundraiser	\$7.96	Paperplus	Glass Onion	eftpos	Dani	
18000	27/11/2022	150	bedding - cots	\$112.00	The warehouse	Cot fitted sheets	eftpos	Jess	
23000	27/11/2022	151	Nappies	\$228.00	The warehouse	Nappies	eftpos	Jess	
36000	17/11/2022		Salary - Direct	\$1,203.60	Salary	Dani Petterd	Internet banking	NA	
36000	17/11/2022		Salary - Tax purposes	\$357.31	Tax/ACC/Super	IRD	Internet banking	NA	
34000	11/12/2022	152	Fundraiser	\$53.50	Silky Otter	Glass Onion	Internet banking	NA	
2000	11/12/2022	153	Internet and Phone	\$131.33	Spark	Phone and Broadband	Internet banking	NA	
36000	1/12/2022		Salary - Direct	\$1,203.60	Salary	Dani Petterd	Internet banking	NA	
36000	1/12/2022		Salary - Tax purposes	\$357.31	Tax/ACC/Super	IRD	Internet banking	NA	

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
34000	12/12/2022	154	Fundraiser	\$77.51	Gobake	Reindeer sprinkles	eftpos	Jess	
36000	28/12/2022		Salary - Tax purposes	\$357.21	Tax/ACC/Super	IRD	Internet banking	NA	
36000	16/12/2022		Salary - Direct	\$1,203.60	Salary	Dani Petterd	Internet banking	NA	
23000	17/12/2022	155	Nappies	\$109.40	Countdown	Nappies	eftpos	Jess	
27000	21/12/2022	156	toys and batteries	\$90.00	Countdown	Lego	eftpos	Jess	
12000	21/12/2022	157	office supplies	\$15.50	Countdown	cleaning supplies	eftpos	Jess	
3000	24/12/2022	158	Building lease	\$104.97	CCC	Lease	Internet banking	na	
36000	30/12/2022		Salary - Direct	\$718.15	Salary	Dani Petterd	Internet banking	na	
36000	30/12/2022		Salary - Tax purposes	\$219.71	Tax/ACC/Super	IRD	Internet banking	na	
36000	30/12/2022		salary -direct	\$190.77	Salary	Dani Petterd	Internet banking	na	
36000	30/12/2022		Salary - Tax purposes	\$46.28	Tax/ACC/Super	IRD	Internet banking	na	
36000	13/01/2022		Salary - Direct	\$865.80	Salary	Dani Petterd	Internet banking	na	13/01/2023
36000	13/01/2022		Salary - Tax purposes	\$305.67	Tax/ACC/Super	IRD	Internet banking	na	13/01/2023
16000	17/01/2022	159	Feeding items	\$212.50	Kmart	Feeding items	eftpos	Jess	17/01/2023
3000	23/01/2022	160	Building lease	\$104.97	CCC	Lease	Internet banking	NA	23/01/2023
36000	26/01/2022		Salary - Direct	\$969.60	Salary	Dani Petterd	Internet banking	NA	26/01/2023
36000	26/01/2022		Salary - Tax purposes	\$542.40	Tax/ACC/Super	IRD	Internet banking	NA	26/01/2023
16000	2/02/2022	161	Feeding items	\$22.50	Kmart	Feeding items	eftpos	Jess	2/02/2023
12000	7/02/2022	162	office supplies	\$195.80	Mitre 10	Sistema tubs	eftpos	Jess	7/02/2023
36000	10/02/2022		Salary - Direct	\$865.80	Salary	Dani Petterd	Internet banking	NA	10/02/2023
36000	10/02/2022		Salary - Tax purposes	\$305.67	Tax/ACC/Super	IRD	Internet banking	NA	10/02/2023

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
2000	13/02/2022	163	Internet and Phone	\$130.84	Spark	Phone and Broadband	Internet banking	NA	13/02/2023
6000	11/01/2022	164	Rubbish and waste	\$38.93	Ecodrop	General refuse	eftpos	Dani	11/01/2023
23000	31/01/2022	165	Nappies	\$73.00	Countdown	10 packs nappies	eftpos	Dani	31/01/2023
12000	15/02/2022	166	office supplies	\$235.08	Mitre 10	Sistema tubs	eftpos	Jess	15/02/2023
36000	24/02/2022		Salary - Direct	\$865.80	Salary	Dani Petterd	Internet banking	NA	24/02/2023
36000	24/02/2022		Salary - Tax purposes	\$305.67	Tax/ACC/Super	IRD	Internet banking	NA	24/02/2023
3000	24/02/2022	167	Building lease	\$104.67	CCC	Lease	Internet banking	NA	24/02/2023
1000	24/02/2022	168	Insurance	\$1,869.07	Crombie and Lockward	Insurance - All	Internet banking	NA	24/02/2023
12000	24/02/2022	169	office supplies	\$33.00	The warehouse	stationary	Internet banking	Jess	24/02/2023
23000	24/02/2022	169	Nappies	\$387.00	The warehouse	Nappies	Internet banking	Jess	24/02/2023
19000	24/02/2022	169	Dental products	\$30.00	The warehouse	toothbrushes	Internet banking	Jess	24/02/2023
16000	1/03/2022	170	Feeding items	\$49.00	The warehouse	Sippy cups	Internet banking	Jess	1/03/2023
19000	1/03/2022	170	Dental products	\$58.50	The warehouse	toothpaste	Internet banking	Jess	1/03/2023
23000	1/03/2022	170	Nappies	\$250.00	The warehouse	Nappies	Internet banking	Jess	1/03/2023
21000	1/03/2022	170	Shoes	\$34.86	The warehouse	shoes	Internet banking	Jess	1/03/2023
22000	1/03/2022	171	Fabric	\$79.60	Sew-it	size labels	Internet banking	Jess	1/03/2023
34000	3/03/2022	172	Fundraiser	\$184.00	Hellers	sausages	Internet banking	Jess	3/03/2023
23000	9/02/2022	173	Nappies	\$36.00	The warehouse	Nappies	eftpos	Dani	9/03/2023
24000	9/03/2023	174	Wipes	\$49.32	The warehouse	Wipes	eftpos	Dani	9/03/2023
21000	9/03/2022	175	Shoes	\$0.94	The warehouse	shoes	eftpos	Dani	9/03/2023
26000	12/03/2022	176	hairbrushes	\$56.20	Kmart	Hairbrushes, Combs	eftpos	Jess	12/03/2023

G/L Code	Invoice Date	Invoice #	Requested by	Check Amount	Payee	Check Use	Method of Distribution	Reimbursement	Note
27000	12/03/2022	177	toys and batteries	\$22.75	Kmart	Books	eftpos	Jess	12/03/2023
25000	12/03/2022	178	Clothing	\$60.00	Kmart	Clothes	eftpos	Jess	12/03/2023
19000	11/03/2022	179	Dental products	\$192.00	The warehouse	toothpaste	eftpos	Jess	11/03/2023
23000	11/03/2022	180	Nappies	\$534.00	The warehouse	Nappies	eftpos	Jess	11/03/2023
24000	11/03/2022	181	Wipes	\$164.40	The warehouse	Wipes	eftpos	Jess	11/03/2023
18000	11/03/2022	182	bedding - cots	\$210.00	The warehouse	cot / bassinette sheets	eftpos	Jess	11/03/2023
17000	11/03/2022	183	Bedding - beds	\$121.32	The warehouse	single bedding	eftpos	Jess	11/03/2023
36000	12/03/2023		Salary - Tax purposes	\$448.89	Tax/ACC/Super	Dani Petterd	Internet banking	NA	12/03/2023
36000	12/03/2022		Salary - Direct	\$1,111.92	Salary	Dani Petterd	Internet banking	NA	12/03/2023
22000	29/03/2022	184	fabric	\$224.76	Fabric vision	Fabric	eftpos	Jess	29/03/2023
27000	23/03/2022	185	toys and batteries	\$11.00	Countdown	Batteries	eftpos	Jess	23/03/2023

Spreadsheet of Discretionary Grant Applications for Kaiapoi-Tuahiwi
Community Board from the 2022/2023 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
			2022/23= \$5,210 = carry forwards \$2,627 Total \$7,897			\$ 7,897.00
	18-Jul-22	St Patricks School PTA	Game Lines	\$500	\$500	\$ 7,397.00
	18-Jul-22	Kaiapoi Toy Library	Cultural and sensory toys	\$500	\$500	\$ 6,897.00
	15-Aug	Reflections Community Trust	Waimakariri Light Party	\$588	\$588	\$ 6,309.00
	15-Aug	Clarkville Playcentre	Fruit Trees and vegetable plants	\$500	\$250	\$ 6,059.00
	21-Nov	Cure Boating Club	Wood stain for floors, egress ramp and stairs	\$500	\$500	\$ 5,559.00
	20-Feb	North Canterbury Pride	Picnic in the Park	\$275	\$300	\$ 5,259.00
	20-Feb	Clarkville Playcentre	First Aid Courses	\$387	\$387	\$ 4,872.00
	20-Mar	Kaiapoi Rugby Football Club	Replace broken cabinet	\$500	\$500	\$ 4,372.00
	20-Mar	Kaiapoi Community Gardens	Signage	\$240	\$240	\$ 4,132.00
	20-Mar	WITHDRAWN All Together Kaiapoi	Subscription for software			\$ 4,132.00
	20-Mar	Relay for Life event	Costs of hosting	\$250	\$500	\$ 3,632.00
	17-Apr	R13 Youth Development Trust	Replacement sports equipment, new kitchen equipment and a new printer	\$500		
	17-Apr	North Canterbury Adventure Club	Purchase an inflatable shade tent and electric pump	\$825		
	17-Apr	It Takes A Village Hub	To purchase fabric and elastic	\$500		

Kaiapoi-Tuahiwi
Community Board
10.136.100.2410

Spreadsheet of Discretionary Grant Applications for Kaiapoi-Tuahiwi Community Board from the 2021/2022 Financial Year

Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
		2021/22 = \$5,270 = carry forwards \$2300 Total \$7,570			\$ 7,570.00
19-Jul	Fund Returned as expo cancelled Waimakariri Older Person's Expo Committee	Older Person's Expo	\$500	\$500	\$ 7,070.00
16-Aug	Kaiapoi Toy Library	Towards the cost of purchasing a new bouncy castle/ soft play for younger children	\$500	\$500	\$ 6,570.00
16-Aug	St Patrick's School's Parent Teacher Association	Towards the cost of a new junior playground	\$500	\$500	\$ 6,070.00
20-Sep	Meeting Cancelled				
18-Oct	Withdrawn Reflections Community Trust	Towards Light Party	\$350		\$ 6,070.00
18-Oct	Withdrawn It take a Village Hub	Family day	\$500		\$ 6,070.00
18-Oct	Cure Boating Club	Propellers	\$500	\$500	\$ 5,570.00
18-Oct	Declined Life Education Trust	Delivery of the Healthy Harold Programme	\$500	-	
15-Nov	Pines Kairaki Beaches Association	Community Pantry	\$443	\$443	\$ 5,127.00
15-Nov	Declined Clarkville Preschool	Mud kitchen and ground cover	\$480	-	
13-Dec	Withdrawn Kaiapoi Borough School Board of Trustees	Back to school family picnic	\$500		\$ 4,627.00
13-Dec	Pegasus Dragons Inc	Purchase of paddles	\$500	\$500	\$ 4,127.00
13-Dec	Pegasus Dragons Inc	Purchase of paddles	\$500	\$500	\$ 4,127.00
21-Feb	Kaiapoi Community Garden	Purchase of new lawn mower	\$500	\$500	\$ 3,627.00
21-Feb	Withdrawn North Canterbury Pride	picnic in Victoria Park	\$250	\$0	\$ 3,627.00
21-Mar	Declined Clarkeville Playcentre	Mud kitchen	\$378	\$0	\$ 3,627.00
11-Apr	Nil				
16-May	Kaiapoi Pony Club	towards funding St John's Ambulance	\$500	\$500	\$ 3,127.00
20-Jun	Declined Good Night Sleep Tight	towards winter night packs	\$500		
20-Jun	All Stars Marching Teams	towards annual training camp	\$500	\$ 500.00	\$ 2,627.00

GOVERNANCE

Kaiapoi-Tuahiwi Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

Continued over page

Criteria for application

- Grant applications will be considered every month by the Kaiapoi-Tuahiwi Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2022 to June 2023) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- Priority is to be given to groups with strong links with the Kaiapoi-Tuahiwi community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Kaiapoi-Tuahiwi Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

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

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 230404047148

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 17 April 2023

FROM: Kay Rabe, Governance Advisor

SUBJECT: ANZAC Day Services 2023

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



 Acting Chief Executive

1. SUMMARY

The purpose of this report is to appoint the Kaiapoi-Tuahiwi Community Board (the Board) representation at the 2023 Anzac Day services around the Board's area, and for the representative(s) to lay the wreath on behalf of the Board.

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230404047148.
- (b) **Appoints** Board member, to attend the Kaiapoi Dawn Service to be held at 6.30am on Tuesday, 25 April 2023, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member, to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (d) **Appoints** Board member, to attend the Tuahiwi Anzac Day services to be held at 2pm on Tuesday, 25 April 2023, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

3. BACKGROUND

- 3.1 Anzac Day will be commemorated on Tuesday, 25 April 2023, and it is normal for a representative of the Community Boards to attend the services and lay wreaths on behalf of the community.
- 3.2 Representatives from the Community Boards will be laying wreaths at the Woodend, Kaiapoi Citizens, Oxford and the Rangiora services. The Community Boards representative will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

4. ISSUES AND OPTIONS

- 4.1 Three services will be held in the Waimakariri District on Monday, 24 April 2023, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend War Memorial.
- 4.2 All other services will be held on Tuesday, 25 April 2023, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 The Kaiapoi Citizens' Service will be held at 10am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service being held at 6.30am at the War Memorial at Raven Quay. Community participation will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.4 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.

- 4.5 The times of the services are:

Monday 24 April 2023:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Tuesday 25 April 2023:	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Rangiora Cenotaph Service	11.30am
	West Eyreton Service	12pm
	Tuahiwi (Urupa)	2pm

- 4.6 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

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

5. COMMUNITY VIEWS

- 5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured. Hence, Council and the Board representatives will attend the Anzac Day Service at the Tuahiwi Urupa.

5.2 **Groups and Organisations**

Staff are assisting the local RSA representatives with Traffic Management Plans, advertising of services and service sheets.

5.3 **Wider Community**

The events will be advertised before the day, outlining the time and place of ceremonies in the Waimakariri District and inviting all community members to attend one or more services.

The community expect Anzac services to be held in the district. These are public events, and everyone is welcome to attend.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The costs for wreaths, advertising, traffic management and service sheets are met from the Governance budget.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

All health and safety related issues would fall under the auspices of the local RSA who will be hosting the various services.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Not applicable.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: 230329044003

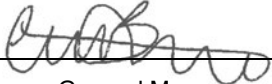
REPORT TO: KAIAPOI TUAHIWI COMMUNITY BOARD


DATE OF MEETING: 17 April 2023

AUTHOR(S): Hannah-Rose Belworthy, Landscape Architect
Duncan Roxborough, Implementation Project Manager

SUBJECT: Murphy Park Rowing Precinct

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


General Manager


Acting Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek a decision from Council for additional budget required to successfully implement the Murphy Park & Rowing Precinct project.
- 1.2. Staff have completed a cost-estimate and identified that the Murphy Park & Rowing Precinct projects currently have insufficient funds to achieve the proposed draft plan (Attachment i) which includes the removal of Kaiapoi Croquet Club, general earthworks / landscaping, and a rowing launch facility.
- 1.3. Following direction by the Kaiapoi Tuahiwi Community Board that they were supportive of a submission to Council for the funding required to achieve this project, Staff have undertaken an extensive process of identifying a number of ways forward to achieve this outcome as discussed below. While additional budget is being sought of \$160,000, staff have identified a way for this to be done without the associated additional rate increase (0.1%) by reallocating budget from a different existing budget.
- 1.4. This additional budget would be conditional on successful external funding or contribution from the rowing clubs of \$50,000 towards the project to help meet the overall shortfall of \$210,000. This ensures both current and future commitment to the rowing precinct by the clubs and gives funding partners an incentive to provide funding knowing it is significantly backed already by Council.
- 1.5. This report seeks approval from the Board of the proposal and a recommendation from the Board to Council to consider allocating funds through the 2023/24 Annual Plan Process.

Attachments:

- i. Current Draft Plan
- ii. 2018 Draft Plan
- iii. Relevant reports regarding the Murphy Park & Rowing Precinct project

2. RECOMMENDATION

- (a) **Receives** Report No. 230329044003.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (b) **Notes** the combined current shortfall of the Murphy Park and Kaiapoi Riverbanks Rowing Precinct project is estimated to be \$210,000.
- (c) **Approves** the bringing forward to 2023/24 Annual Plan and reassignment of \$160,000 from Kaiapoi Railway Heritage Precinct (from 2024/25 year) for the purposes of the Murphy Park & Rowing Precinct project instead, with the condition that clubs to fundraise the additional \$50,000 to meet the budget shortfall.
- (d) **Notes** This report links with Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve (TRIM 230328043433) for the reassignment of \$160,000.
- (e) **Notes** that if clubs are unsuccessful in their grant applications, the scope of the project would reduce and the additional budget of \$160,000 from Council will not be available for use on this project. Work will still proceed without an upgraded rowing launch facility.
- (f) **Approves** that Council combine the two budgets; Murphy Park & Kaiapoi Riverbanks Rowing Precinct to create one budget called Murphy Park Development.
- (g) **Notes** that the rowing precinct is a public facility. The general public and other groups will have use of the ramp and parts of the facility also. It is not fenced off to keep the public out.

3. **BACKGROUND**

- 3.1. The Murphy Park & Rowing Precinct has been an ongoing project since 2018. Below is a summary of the background to date. For further information, please refer to attachment iii. which lists other relevant previous reports regarding the Murphy Park & Rowing Precinct project.
- 3.2. Council is proposing to develop a permanent rowing base at Murphy Park. The current rowing area at Murphy Park is not considered suitable for long-term occupancy due to a lack of manoeuvring space for vehicles (with large trailers), and difficult launch access at the 'beach' area. There is also a compliance issue raised by ECan with the 'beach' anchor concrete blocks in the river and the current location of the Union Rowing Club container which is within the esplanade strip and very close to the river edge. The current rowing area was always intended as a post-earthquake, temporary solution until the space could be developed properly into a rowing base. Both the St Margaret's Rowing Club and Union Rowing Club have confirmed that they wish to continue to use the Kaiapoi River for training, and to do this both clubs require sheds to store their skiffs along with appropriate launching facilities.
- 3.3. In 2018 a preliminary draft concept plan was developed for a proposed permanent rowing base. At this time the Kaiapoi Croquet Club were not in the position of leaving Murphy Park. This influenced location of the proposed Rowing Precinct to be upstream of its current location, on land previously occupied by the Riverside Bowling Club. The proposed rowing base included (refer plan included as Attachment ii):
 - A floating pontoon (approx. 30m x 3m located approximately 6m into the river)
 - A fixed boat ramp for the launch of support craft
 - Space for storage sheds (relocated and future)
 - A central compound (hardstand area) for rigging and wash down purposes
 - Access to a power supply and water; and
- Car parking.
- 3.4. Between 2020-2023, Kaiapoi Croquet Club have been in negotiations with Council on a sale and purchase agreement. The Croquet Club are now in agreement to relocate to the Community Hub site and staff are currently working through the sale and purchase agreement which should be signed within the next few months.

3.5. In 2022, staff updated the preliminary draft concept plan to include the relocation of the Kaiapoi Croquet Club. The proposed Rowing Precinct is in the preferred located of where the Croquet Club and rowing sheds are currently situated. Staff co-designed with St Margaret's and Union Rowing club to produce a concept plan which met everyone's needs. The plan included the following changes to the area (refer plan included Attachment i):

- Upgraded rowing launching facility
- Space for storage sheds (relocated and future)
- A central compound (hardstand area) for easy access to the launching pad and rigging/wash down purposes
- Formalised car parking x 12
- Realigned vehicle access
- Clearly defined pedestrian/vehicle areas with bollards
- Turnaround areas for trailers
- Retention of the existing concrete boat ramp by the Mandeville Bridge

3.6. The scope of works for the Rowing area as outlined above is mainly broken into three main sections:

- The general civil works and landscaping
- The upgrades/works to the rowing area launch facility
- The relocation and upgrades to the rowing sheds (undertaken by the clubs)

The upgrades to the rowing area launch facility consider the proposed public access and shared use of the launch area by other users as well (e.g. other rowing clubs, kayakers, KORE, waka ama and dragon boat groups)

3.7. The scope of works for the wider Murphy Park project includes:

- Removal of Croquet lawns and facilities, and making good the site
- Installation of new fencing and rationalisation of existing along Revell Street.
- Construction of new esplanade walkway along the rivers edge from the vicinity of the existing boat ramp (near Mandeville Bridge) to the existing path at Mafeking Bridge.

3.8. Both projects overlap and need to progress together.

Rowing Area Launch Facility

3.9. For the upgraded rowing area launch facility, staff made enquires with Anchorage Pontoons Ltd who supplied the pontoons at Kerrs Reach in Christchurch. This was the clubs preferred option for the rowing launch as they specialise in rowing specific pontoons. The quote staff received was as follows:

3.9.1. Staff received a quote of **\$360,608** which included a 32m x 3m pontoon and 2x gangways. Not included in the price was shipping from US (estimated at \$15,000), sea wall, permits/consents, and engineers P.S.4. Staff estimated that the total upgraded launch area using the Anchorage Pontoons option could cost around **\$500,000**.

3.9.2. Looking at available budgets, there would be insufficient funds to achieve this option.

- 3.10. Due to the high costs of Anchorage pontoons, staff investigated other options and came up with a Long-list of options and their associated estimated costs.

	PRODUCT / MATERIAL	COST RANGE
1	Anchorage Pontoons: Plastic Pontoons (Rowing Specific)	Over \$500,000
2	Bespoke Pontoon: Lower grade pontoon, engineer designed	Between \$200K-300K
3	Concrete Steps: Based off Wellington's rowing launch facility	Between \$200K-300K
4	Decked Ramp: Made from enduroplank (recycled plastic) on a steel frame structure	Between \$200K-300K
5	*Concrete ramp: Similar to Kaiapoi Cure Rowing Club's ramp	Between \$100K-200K
6	Mobi Mat: Roll away matt which would be placed on top of existing beach	Under \$100,000
7	Sandbags: Replace existing beach with step down sandbags	Under \$100,000
8	Existing beach upgrade: improve the existing concrete blocks by anchoring them into the bed, removing the handels and adding buoys to the outside edges.	Under \$100,000
9	Matting over stones: Rubber matting (similar to door mat) pegged into stones	Under \$60,000
10	Minor Upgrades to existing beach: top up stones	Under \$10,000

*This is the recommended option

- 3.11. Staff assessed these options against a multi-criteria spreadsheet and sought more defined price estimates (noting these are still relatively high level). The following main criteria were assessed:

- Cost
- Durability / Maintenance needs
- Amenity for Rowers
- Amenity for other users
- Safety e.g. non slip

- 3.12. This resulted in a short-list of options for the rowing area launch facility as per below

	PRODUCT / MATERIAL	COST ESTIMATE
1	Anchorage Pontoons: Plastic Pontoons (Rowing Specific)	\$500,000
2	Decked Ramp: Made from enduroplank (recycled plastic) on a steel frame structure	\$280,000
3	Bespoke Pontoon: Lower grade pontoon, engineer designed	\$250,000
4	*Concrete ramp: Similar to Kaiapoi Cure Rowing Club's ramp	\$150,000
5	Minor Upgrades to existing beach: top up stones, minor repair works to address ECan concerns.	Under \$10,000

*This is the recommended option

Overall Projects Review

3.13. The Murphy Park & Rowing Precinct draws from three separate sources of funds:

	Source of Funding	PJ Code	Purpose	Budget
1	Kaiapoi Riverbanks Rowing Precinct	100275.000.5224	Upgrade to the existing rowing area launching facility and civil works / landscaping of the rowing area including vehicle access and formalised parking	\$298,871
2	Murphy Park	100278.000.5224	Enhancements to Murphy Park Reserve (mainly esplanade walkway) and the removal of and making good the Croquet Club site	\$211,525
3	Private Clubs	n/a	Relocation of exiting sheds, foundation of buildings, extra-over upgrade to hardstand to access launch facility.	External funding sources – currently unsecured

3.14. With the above budgets in mind, staff completed a high-level cost estimate on known works such as; site clearance, earthworks, landscaping, professional fees, and resource consenting. The cost estimate showed approximately how much budget would be remaining to achieve the general Murphy Park upgrades, the rowing area civil works/landscaping upgrades, and an enhanced rowing area launching facility.

3.15. On 20 March 2023, staff presented a Workshop on Murphy Park Rowing Precinct to the Kaiapoi-Tuahiwi Community Board. Staff updated the board on all of the above information and explained the issues around the budget and what available options the board has moving forward.

3.16. The following options were presented to Kaiapoi-Tuahiwi Community Board.

- 1. Do nothing / bare minimum
- 2. Reduce scope of civil works and landscaping in the rowing area, and achieve a concrete rowing launch ramp, within the existing budgets
- 3. Complete the civil works and landscaping scope in Murphy Park and the rowing area, and do minimum upgrade to existing rowing launch beach, within the existing budgets
- 4. Complete the full civil works and landscaping scopes and achieve a rowing area launch concrete ramp. (Required approximately \$70,000 additional budget for the launching facility, as well as \$30,000 additional for Murphy Park landscaping scope)

The Board expressed a preference for option 4: Complete the Earthworks/Landscaping scope and achieve a Concrete ramp in place of the existing rowing launch beach. (Required approximately \$70,000 additional budget just for the launching facility alone)

- 3.17. With a clear direction from the Kaiapoi-Tuahiwi Community Board, staff refined the cost estimate to give the Community Board and Council a clear and confident figure on how much budget is required to achieve the concrete ramp and earthworks/landscaping. Below is a summary of the cost estimate (including 25% contingencies):

BUDGET	Works	Cost Estimate	Existing Budget	Shortfall
Kaiapoi Riverbanks Rowing Precinct	Civil works and Landscaping ONLY	\$249,498.40	\$298,871	- \$150,627.00
	Concrete Ramp*	\$200,000		
Murphy Park	Removal of Croquet Club & Amenity of Murphy Park	\$271,039.40	\$211,525	-\$59,514.40
TOTAL		\$720,537.80	\$510,396.00	-210,141.40

*Concrete ramp estimate was increased from \$150,000 to \$200,000 to allow for additional design, consenting, P&G costs, and contingency allowances associated with the ramp.

4. **ISSUES AND OPTIONS**

- 4.1. The Murphy Park & Rowing Precinct project currently has insufficient funds to achieve the proposed draft plan (Attachment i) which includes the removal of Kaiapoi Croquet Club, general earthworks / landscaping to Murphy Park and the Rowing area, and a rowing launch facility. The above assessment shows an updated shortfall of approximately \$210,000.
- 4.2. The Kaiapoi-Tuahiwi Community Board have expressed a preference for the Rowing Precinct to go ahead and include a concrete ramp and the general landscaping/earthwork. The Board understand additional budget needs to be sought from Council to achieve this through the Annual Plan process.
- 4.3. Based on the above staff have prepared the following options for Council to consider, for the rowing area specifically, when allocating budget. All cases are based on the Murphy Park general works (including Croquet removal, fencing and esplanade walkway) all still going ahead.
- 1. No improvements to the rowing area, beach launch made compliant.
 - 2. Work within existing budgets and compromise on a reduced scope on the launching facility for the Rowing Precinct.
 - 3. Bring forward and reassign \$160,000 from other projects to meet budget short fall and clubs to fundraise the additional \$50,000. This would achieve Kaiapoi-Tuahiwi Community Board's preferred option of implementing a concrete ramp and full landscaping.
 - 4. Bring forward and reassign the full amount of \$210,000 from other projects to meet budget short fall. This would achieve Kaiapoi-Tuahiwi Community Board's preferred option of implementing a concrete ramp and full landscaping.
- 4.4. **1. No improvements to the area, beach launch made compliant**

This would be the bare minimum option (there is no 'do-nothing' option included - for reasons of compliance) with no general improvements to the rowing area, only minimal work on the existing beach launch area to make it compliant with Environment Canterbury.

This option is not recommended as it would not solve the existing issues present at the rowing facility. The current rowing area at Murphy Park is not considered suitable for long-term occupancy due to a lack of manoeuvring space for vehicles (with large trailers), and difficult launch access at the 'beach' area. The current rowing area was always intended as a post-earthquake, temporary solution. ECAN have also expressed their concerns with the concrete anchors which keep the gravel beach within the river. They have requested the steel hoops be removed and that buoys be included at each corner to identify their location to boats navigating the river as a minimum standard to make this compliant.

It is recommended the landscaping works is completed as this will encourage more user groups to utilise the park and discourage negative behaviours which is an existing and ongoing issue within Murphy Park.

4.5. **2. Work within existing budgets and compromise on a reduced scope on the launching facility for the Rowing Precinct**

This option requires staff to work within the budget and reduce scope on the launching facility for the Rowing Precinct. Staff would consult with the affected rowing clubs to decide on the best outcome and what can be achieved within the existing budget. This option would still allow the landscaping / civil works to be carried out.

This option is not recommended as it requires a compromise in the design and would therefore not achieve the best outcome for a successful Rowing Precinct. There is a risk this option may result in a poorly functional rowing precinct and be undesirable for rowing clubs to build and set up.

4.6. **3. Bring forward and reassign \$160,000 from other projects to meet budget short fall and clubs to fundraise the additional \$50,000. This would achieve Kaiapoi-Tuahiwi Community Board's preferred option of implementing a concrete ramp and full landscaping**

This option would require additional budget to achieve a concrete ramp and full landscaping and civil works. It is recommended that Council reassign \$160,000 from other projects and the clubs fundraise the additional \$50,000 through grant applications to meet the total estimated budget shortfall of \$210,000. Staff are aware that the Kaiapoi Railway Heritage Precinct has a potential available budget of \$360,000 in the 2025/2026 year which could potentially be reallocated. If Council were to reallocate \$160,000 from the Kaiapoi Railway Heritage Precinct to Murphy Park, that would leave \$200,000 remaining for other potential reallocations.

There is a risk that clubs may be unsuccessful in their grant applications. While Council staff would work with the clubs to support them in making applications, there is no guarantee that these would be successful. Should this happen, staff recommend an automatic revert to Option 2 with a reduced scope of the project and working within the existing budget and receiving no additional budget for the shortfall of \$210,000. This would allow Council the chance to withdraw their contribution of \$160,000 if the external funding is not successful.

This option is recommended as it would achieve KTCB's preferred option of a fully functional Rowing Precinct while giving Murphy Park a much-needed upgrade to the reserve to meet our expected levels of service. It is also recommended that the clubs contribute \$50,000 to the shortfall of \$210,000. This would demonstrate the clubs current and ongoing commitment to the project and rowing precinct. Their extra contribution reflects that they are the main beneficiary of the enhanced launch facility. By making the Council contribution (\$160,000) conditional on these funds being raised there is a higher incentive for the clubs to be active in their fundraising endeavours and also for funders to contribute funds towards the project. While funders like to see that there is a strong funder backing a project, if they know that the full funds are available elsewhere, they are unlikely to provide their funds towards the project.

4.7. **4. Bring forward and reassign the full amount of \$210,000 from other projects to meet budget short fall. This would achieve Kaiapoi-Tuahiwi Community Board's preferred option of implementing a concrete ramp and full landscaping/earthworks to the park**

This option would look at requiring additional budget to achieve a concrete ramp and full landscaping/earthworks. There is a total \$210,000 budget shortfall, this option would look at Council to bring forward and reassign the full amount of \$210,000 from the Railway Heritage Precinct project.

This option would achieve KTCB's preferred option of a fully functional Rowing Precinct while giving Murphy Park a much-needed upgrade to the reserve. All options require the rowing clubs to fundraise for their specific elements within this project (i.e. their clubrooms etc) However, this option would not require any contribution towards the larger elements such as the improved ramp, parking etc from the main users and benefactors of these elements.

This option also gives no incentive for the clubs to commit to the project or funders to allocate funds and is therefore this option is not recommended.

4.8. **Summary and proposed budget**

- 4.9. In summary, it is recommended for Council to support KTCB's preferred option of implementing a concrete ramp and full landscaping/earthworks to the park by contributing \$160,000 additional budget to this project. Further it is recommended that this be achieved by reallocating and bringing forward budget from the Kaiapoi Railway Heritage Precinct project. A separate report to the Board considers the Railway Heritage Precinct project and the use of the existing budgets. It is also recommended that Council requires the clubs to contribute and raise \$50,000 of funds. The allocated additional Council budget would be conditional on successful fundraising by the clubs and if the clubs are unsuccessful in their grant applications, it is recommended to reduce the scope of the project and work within the existing budget and receive no additional budget for the shortfall of \$210,000.
- 4.10. As mentioned above in item 3.15, The Murphy Park & Rowing Precinct draws from three separate sources of funds. There are two separate budgets within the Earthquake Recovery (Recreation) Activity (Murphy Park Development Budget & Kaiapoi Riverbanks Rowing Precinct Budget) and the remaining is sourced through funds from the clubs.
- 4.11. Currently the costs of many elements within this plan are split across both Council budgets for example the removal of the croquet lawns are under the Murphy Park budget but the reinstatement of this area with shingle for the rowing club container area is paid for from the Kaiapoi Riverbanks Rowing Precinct Budget. This makes budgeting decisions difficult when altering the scope as any change to one budget/element has a corresponding impact on the other.
- 4.12. It is recommended that instead, this project should be looked at from a whole of Murphy Park perspective with the rowing precinct being an important and integral part of that development. This would enable Council to combine the two budgets; Murphy Park & Kaiapoi Riverbanks Rowing Precinct to create one budget called Murphy Park Development. This would then enable one project manager to oversee this whole project without any unnecessary complexity of multiple budgets.
- 4.13. Combining the two budgets will have no change to the expected levels of service for the rowing precinct or the wider reserve development or the prioritisation of these works but will simplify how these are budgeted and allocated within the project. This will also allow for easier reallocation should the clubs not be successful in their funding applications.

- 4.14. The recommended option would therefore be funded by a budget made up of the below funds combined:

Kaiapoi Riverbanks Rowing Precinct	\$298,871.00
Murphy Park	\$211,525.00
Kaiapoi Railway Heritage Precinct	\$160,000.00
Private Rowing Clubs	\$50,000.00
TOTAL	\$720,396.00

Implications for Community Wellbeing

- 4.15. There are implications on community wellbeing by the issues and options that are the subject matter of this report. The provision of quality greenspaces within our district are important to the health and wellbeing of our residents. This also provides additional wellbeing options for rowers within the existing clubs. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report. In 2018, staff have submitted a project initiation brief to Mahaanui Kuritaiao Limited seeking advice on how Te Ngāi Tūāhuriri Rūnanga wishes to be involved in the project. Staff received the following response: (TRIM: 180511051771)

- The Kaitiaki committee agreed that there is no concerns in regards to what is being proposed by WDC. This included consideration of the rowing base, boat ramp, car parking and pontoon.
- The Kaitiaki stated they are supportive of the proposal going ahead as it will be of benefit for the Kaiapoi and wider community.

5.2. Groups and Organisations

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

- 5.2.1. Staff have been working closely with St Margarets Rowing Club and Union Rowing Club over the last 5years. This includes onsite meetings, email updates, and consultation/feedback on the draft plans. These clubs will be the main user groups of the rowing precinct and will be funding part of the project.
- 5.2.2. The Kaiapoi Croquet Club are an interested party in this project. For this project to go ahead, it relies on the croquet club relocating. The Croquet Club are in agreement to relocate to the Community Hub site and staff are currently working through the sale and purchase agreement which should be signed within the next few months. The Croquet Club were supportive of the plan back when it was consulted in 2018.
- 5.2.3. In 2018 Staff also contacted the Waka Ama and KORE groups to make sure the proposed rowing base would not compromise their operations at Murphy Park. KORE responded, and advised that the permanent rowing base would not affect their operation.
- 5.2.4. Staff have attempted contact with the current owners and users of the fenced storage compound near the existing boat ramp, who use the area for launching and retrieving waka and dragon boats. At the time of writing this report staff have

not been able to re-establish contact with these groups. It is possible that these groups will make use of the new rowing area launching facility if/when it is built, and they will benefit from the general civil works and landscaping upgrades to the rowing area.

- 5.2.5. Staff have met with an Environment Canterbury representative to seek preliminary feedback on the proposed permanent rowing base. No major issues were raised, however it was noted that the proposal would be subject to the standard resource consenting process.

5.3. Wider Community

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

In 2018 a consultation process was carried out on the 2018 Draft Plan (Attachment iii). In summary staff received the following feedback below. (Full feedback analysis TRIM: 180515053005).

Feedback	Support	Oppose	Neutral	Total
Online	9	4	1	14
Email	7	-	-	6
Letter	-	1	-	1
Facebook*	15	-	6	21
	31	5	7	43

It should be noted that the wider public consultation was based on the 2018 plan. However, staff expect that the sentiments are still likely to be similar with the updated draft plan.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

The work involved for Kaiapoi Rowing Precinct crosses over two separate budgets. As mentioned in 4.12, it is recommended that Council combine the two budgets; Murphy Park & Kaiapoi Riverbanks Rowing Precinct to create one budget called Murphy Park.

Please refer to the table below on the current budgets and total spent to date.

	Kaipoi Riverbanks Rowing Precinct	Murphy Park
SPENT TO DATE	\$34,237	\$211,525
TOTAL	\$298,871	\$301
REMAINING	\$264,634	\$211,224

- 6.1.1. If Council proceeds with the recommended option to co-fund the shortfall budget of the concrete ramp and landscaping/earthworks, this will require Council to bring forward and assign \$160,000 from other projects. Please refer to item 3.17 above for a table explaining the budget shortfall.

- 6.1.2. There are two ways which Council can assign a further \$160,000.

1. Approve additional budget of \$160,000 in the 2023/2024 annual plan on the recreational activity. This will have an immediate impact on rates. Staff have identified that the rate impact from this additional budget is 0.1% percentage points.

2. Reallocate budget from an existing project. Staff note that Kaiapoi Railway Heritage Precinct has an available budget of \$360,500 in the 2025/2026 year to be potentially reallocated. If Council were to reallocate \$160,000 from the Kaiapoi Railway Heritage Precinct to Murphy Park, that would leave \$200,000 remaining for other potential reallocations.

6.1.3. The full Kaiapoi Railway Heritage Precinct budget comprises \$51,500 in the 2024/25 year, and \$360,500 in the 2025/26 year. The full budget is no longer expected to be needed for the Railway Heritage Precinct project in the 2025/26 year, since a private developer is in the process of acquiring the building and proposes to relocate and upgrade it themselves. A separate report to the Community Board suggests retaining the \$51,500 as a Council contribution to the Railway project, and making the balance potentially available to other riverbanks projects.

6.1.4. Staff recommends Council to reallocate budget from Kaiapoi Railway Heritage Precinct as there are sufficient funds available and this will have limited impact on rate payers. Please refer to table in item 4.14 which shows where the total budget is drawn from.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. One of the impacts of climate change is more severe weather patterns which has a correlated effect on flooding within the Kaiapoi River. The option proposed to build a concrete ramp would be permanent and would tie everything together so that it is at less risk of damage in the future. The rowing precinct would also move the containers further from the river onto a permanent and fixed location which would help prevent them being carried away in a flood and damaging things downstream.

6.3. **Risk Management**

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

6.3.1. Natural hazards

There are two key natural hazards that potentially affect the proposed permanent rowing base – land damage from a future earthquake, and flooding. Both these hazards are present at the current rowing site.

The proposed sheds are only used for storage and could be placed on piles to further mitigate flood risk. However, it should be noted that all proposed assets (either Council or club) would be located in an area subject to flooding.

6.3.2. Consents

Resource consent from Environment Canterbury and the Waimakariri District Council will likely be required for the construction of a concrete ramp, storage sheds, and central compound. Building consent is also likely to be required for the storage sheds.

It is expected that these consents would be granted (subject to appropriate conditions), however there are time and cost implications in gaining these consents.

6.3.3. Concrete ramp

There is not a confirmed cost estimate on the Concrete ramp, so there is risk of the price being under-estimated. Staff have mitigated this risk by increasing the estimate from \$150,000 to \$200,000 to allow for design, consenting, P&G costs, and additional contingency allowances. Staff have also spoken with a local builder who built the Coast Guard ramp (similar size) and they predicted the proposed Concrete ramp could be built between \$100,000 - \$150,000.

6.3.4. Croquet Club

There is a risk that the Croquet Club decide to stay at Murphy Park. For this project to go ahead, it relies on the croquet club to relocate. This provides the space and area for the rowing clubs to build their sheds. However, staff believe that this is unlikely as the Croquet Club are in agreement to relocate to the Community Hub site and are currently in negotiations with Council on a sale and purchase agreement which should be signed within the next few months.

6.3.5. Clubs Disappearing

There is a risk that St Margaret's Rowing Club and Union Rowing Club decide to leave Murphy Park and relocate somewhere else. If Council decides to go with the preferred option it will require the clubs to fund \$50,000 towards the wider project. By the clubs contributing to the budget, it will demonstrate the club's current and ongoing commitment to the project and alleviates the risk of them leaving at some stage in future. Their extra contribution reflects that they are the main beneficiary of the enhanced launch facility.

6.3.6. Funding non-local clubs

There is a risk that Council is seen to be favouring supporting clubs outside our district over our local clubs. This has always been a risk to this project however it is noted that of the 43 responses, 31 were in support of this project. While this ramp will be mainly used by the clubs, the concrete ramp will also be accessible for public use by small water-craft noting there is no vehicle access to the ramp.

6.3.7. External Funding

The preferred option relies on external funding to be granted to achieve the concrete ramp and all landscaping works. There is a risk that external funding may not be granted. This is mitigated by giving the clubs a good incentive to apply (e.g. additional \$160,000 is conditional on their success in sourcing funds). It is a lower risk to Council, as if external funding is not granted then the project scope will be reduced.

6.3 Health and Safety

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Reserves Act, 1977:

- The proposed permanent rowing base is consistent with the anticipated use of Recreation Reserves under the Act (Section 17).
- The proposed permanent rowing base is consistent with the Sport and Recreation Reserves Management Plan (Section 41).

Resource Management Act, 1991:

The proposed concrete ramp, storage sheds and storage compound will likely require resource consent from Environment Canterbury and the Waimakariri District Council for works in or near a river.

Building Act, 2004:

The proposed storage sheds will likely require building consent.

7.3. **Consistency with Community Outcomes**

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

Public spaces and facilities are plentiful, accessible and high quality

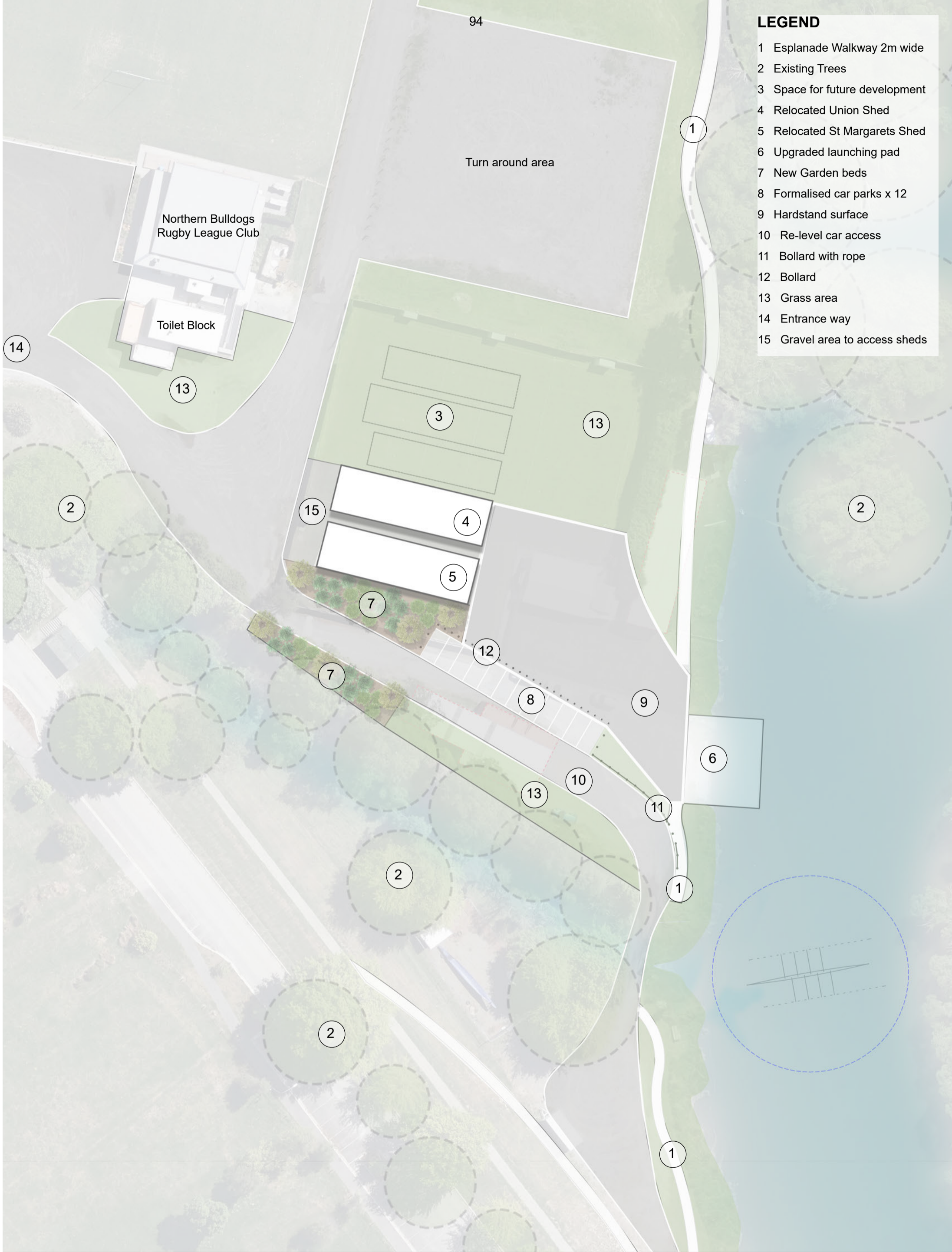
- There is a wide variety of public places and spaces to meet people's needs.
- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meets the changing needs of our community.

7.4. **Authorising Delegations**

Decisions regarding approval of additional budget, or reallocation of existing budget, will require the approval of Council.

LEGEND

- 1 Esplanade Walkway 2m wide
- 2 Existing Trees
- 3 Space for future development
- 4 Relocated Union Shed
- 5 Relocated St Margarets Shed
- 6 Upgraded launching pad
- 7 New Garden beds
- 8 Formalised car parks x 12
- 9 Hardstand surface
- 10 Re-level car access
- 11 Bollard with rope
- 12 Bollard
- 13 Grass area
- 14 Entrance way
- 15 Gravel area to access sheds





EXISTING SEWER MAIN

EXISTING RUGBY LEAGUE FIELDS

REVELL STREET

EXISTING CLUBROOMS

EXISTING PUBLIC TOILET

EXISTING CROQUET GREEN

EXISTING CROQUET CLUBROOMS

EXISTING UNION SHED (TO BE RELOCATED)

EXISTING ST MARGARETS SHED (TO BE RELOCATED)

CURRENT ROWING LAUNCH AREA

RAVEN QUAY

EXISTING WAKA AMA COMPOUND

EXISTING KORE TRAILER

KAIAPOI RIVER

EXISTING FIXED BOAT RAMP

KEY

- ① CENTRAL COMPOUND (HARDSTAND AREA (APPROX. 980m²))
 - ② RELOCATED UNION ROWING SHED (24m x 6m)
 - ③ SPACE FOR FUTURE ADDITIONAL SHED (24m x 6m)
 - ④ PROPOSED ST MARGARETS ROWING SHED (30m x 12m)
 - ⑤ RELOCATED ST MARGARETS CONTAINERS & COMPOUND
 - ⑥ SPACE FOR FUTURE ADDITIONAL SHED (REPLACING COMPOUND)
 - ⑦ CAR PARKING (GRAVEL, 12 SPACES)
 - ⑧ PROPOSED NEW FLOATING PONTOON & GANGWAY S (30m x 3m)
 - ⑨ PROPOSED NEW FIXED BOAT RAMP
 - ⑩ SPACE FOR ADDITIONAL FUTURE CROQUET GREEN (GREEN AREA 32m x 27m)
 - ⑪ PROPOSED PLANTING TO SCREEN SHEDS
- EXISTING TREES TO REMAIN
 - EXISTING TREES THAT WILL REQUIRE REMOVAL
 - CADASTRAL LINES
 - COUNCIL SEWER MAIN

DRAFT - THIS IS NOT COUNCIL POLICY

PRELIMINARY



ISSUE	AMENDMENT
A	PRELIMINARY DRAFT
B	PRELIMINARY DRAFT (AMENDED)

PROJECT TITLE	MURPHY PARK ROWING BASE
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SHEET TITLE	CONCEPT PLAN
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PLAN No.	0011
ISSUE	B
SHEET	1

Relevant reports regarding the Murphy Park & Rowing Precinct project

SUBJECT	Report to	Date	TRIM
ST Margaret's Rowing Club - Licence to Occupy	Community and Recreation Committee	16/08/2011	110808034776
Murphy Park rowing base - Concept Design Report (DRAFT)	Internal Design Report - Regeneration	25/01/2018	180105000568
Murphy Park – proposed permanent rowing base	Regeneration Steering Group	9/04/2018	180326032473
Proposed Permanent Rowing Base in Murphy Park, Kaiapoi	Regeneration Steering Group	11/06/2018	180521055764
Kaiapoi Croquet Club relocation -Concept Design Report (DRAFT)	Internal Design Report - Regeneration	1/08/2019	190708095689
Murphy Park & Rowing Precinct	Kaiapoi-Tuahiwi Community Board	17/04/2023	230329044003

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: BAC-03-115 / 230321039242

DATE: 27 March 2023

MEMO TO: Community Boards

FROM: Heike Downie, Senior Advisor – Strategy & Programme

SUBJECT: Waimakariri Integrated Transport Strategy Project

Purpose and Background

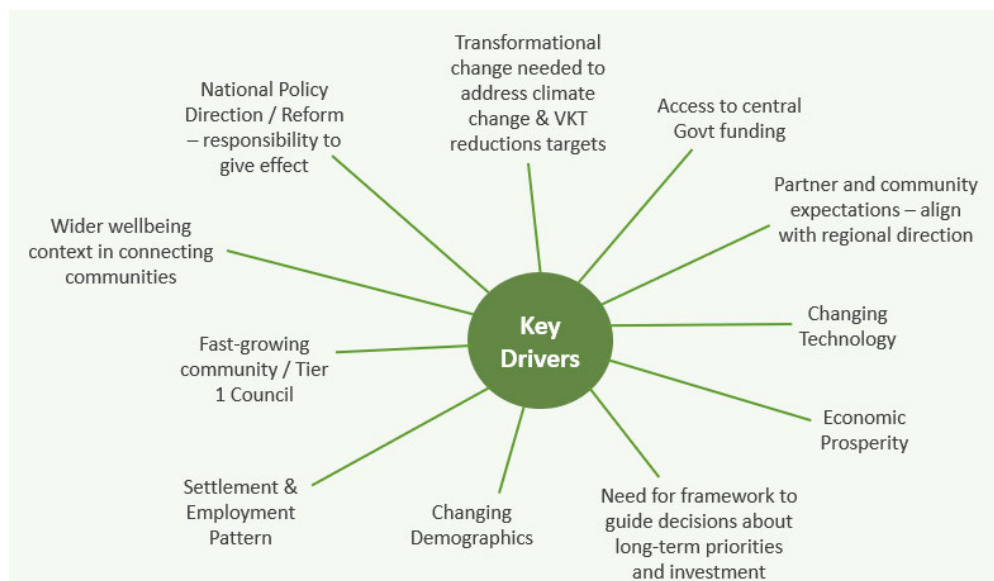
1. The purpose of the memo is to introduce to the Community Boards the Waimakariri Integrated Transport Strategy project and, on its basis, provide the opportunity for the Community Boards to discuss the project at their next meeting and offer feedback/input via the Community Board Chairs. This memo covers the project background, drivers, indicative scope, policy context and summary of project mechanism approach to the development of a Waimakariri Integrated Transport Strategy. It also highlights some of the key issues and challenges as have been presented by the transport consultants (Abley) assisting Council with this project. We are seeking from the Community Boards their thoughts about the key issues and opportunities, whether there are any potential gaps, and the Boards' thoughts about priorities at District and local level. Community Board Chairs are members of the Integrated Transport Strategy Stakeholder Working Group, and have a role to represent the Community Boards and their local community via this channel.
2. At the 2022/23 Annual Plan discussions, Council committed a portion of the deferred funding signalled against parking improvements to this current financial year to develop an Integrated Transport Strategy (ITS), which would consider transport related activity in a holistic, integrated manner, as opposed to addressing carparking, for example, in isolation.
3. The need for this has become particularly pronounced by increasingly frequently released central Government policy direction in recent time that seeks to address and slow the effects of climate change and commit sub-regions to achieving emissions reductions, by way of 'vehicle kilometres travelled' (VKT) reductions and other mechanisms. There is concern that without a strategic, integrated approach to transport activities, challenges and opportunities in the District, the Council will fall short of being in a position to appropriately respond to and achieve targets, in addition to risking continuously missing out on securing central Government funding for key transport related projects.
4. Meanwhile, colleagues within the Greater Christchurch Partnership are also developing a Greater Christchurch Transport Plan, accompanied by a Greater Christchurch Transport Investment Programme, alongside a Greater Christchurch Spatial Plan and Mass Rapid Transport (MRT) Business Case. It is considered critical that Waimakariri District Council considers its localised (in the context of the (sub)region) transport related issues and opportunities in an integrated manner in order to position itself to appropriately respond to national and regional strategic directions in this space. A Waimakariri ITS provides a 'step down' localised, targeted approach to integrated transport planning, in the context of national and (sub)regional policy drivers.

What is an ITS and what would it cover?

5. An ITS outlines an integrated approach to delivering transport planning and investment in response to land use planning, and encourages behaviour change within Waimakariri District. An ITS gives effect to strategic directions contained in key transport and other related national policy documents, while aligning with key (sub)regional transport policy and future strategies. An ITS guides decision-making about changes to the transport system by addressing challenges communities are facing and leveraging off available opportunities.
6. An ITS for Waimakariri District would address three spatial contexts: rural areas, towns and links to Greater Christchurch. To be truly integrated in nature, it could cover all relevant transport related activities:
 - a. The road network including maintenance, operations and renewals
 - b. Public transport and rideshare including existing and future services and related infrastructure (intra and inter-District network including consideration of MRT)
 - c. Active modes including walking, cycling and micro-mobility, and first/last km connections
 - d. Freight including consideration of sources, origins/destinations, designated corridors and urban bypasses, additional infrastructure
 - e. Car parking
 - f. Special transport infrastructure such as Rangiora Airfield and rail corridor
 - g. Travel demand management including behaviour change opportunities
 - h. Safety / speed management

Key Drivers

7. There are numerous reasons why it is necessary and appropriate to develop an ITS for the Waimakariri District. Alongside the need for a framework to guide decisions about long-term priorities and investment, key drivers – many of which are interlinked – are summarised in the following diagram and discussed in more detail below.



- i. Transformation change is needed to address and attempt to slow climate change and meet VKT reduction targets. Draft VKT reduction targets for Greater Christchurch are 23% by 2035. Note, Council intends to develop an emissions profile in due course as part of its climate change / adaptation work stream. Transport is a primary source of greenhouse gas emissions and future developments have a crucial role in responding to climate change challenges. A challenge for Waimakariri District in this space is our relatively high employment

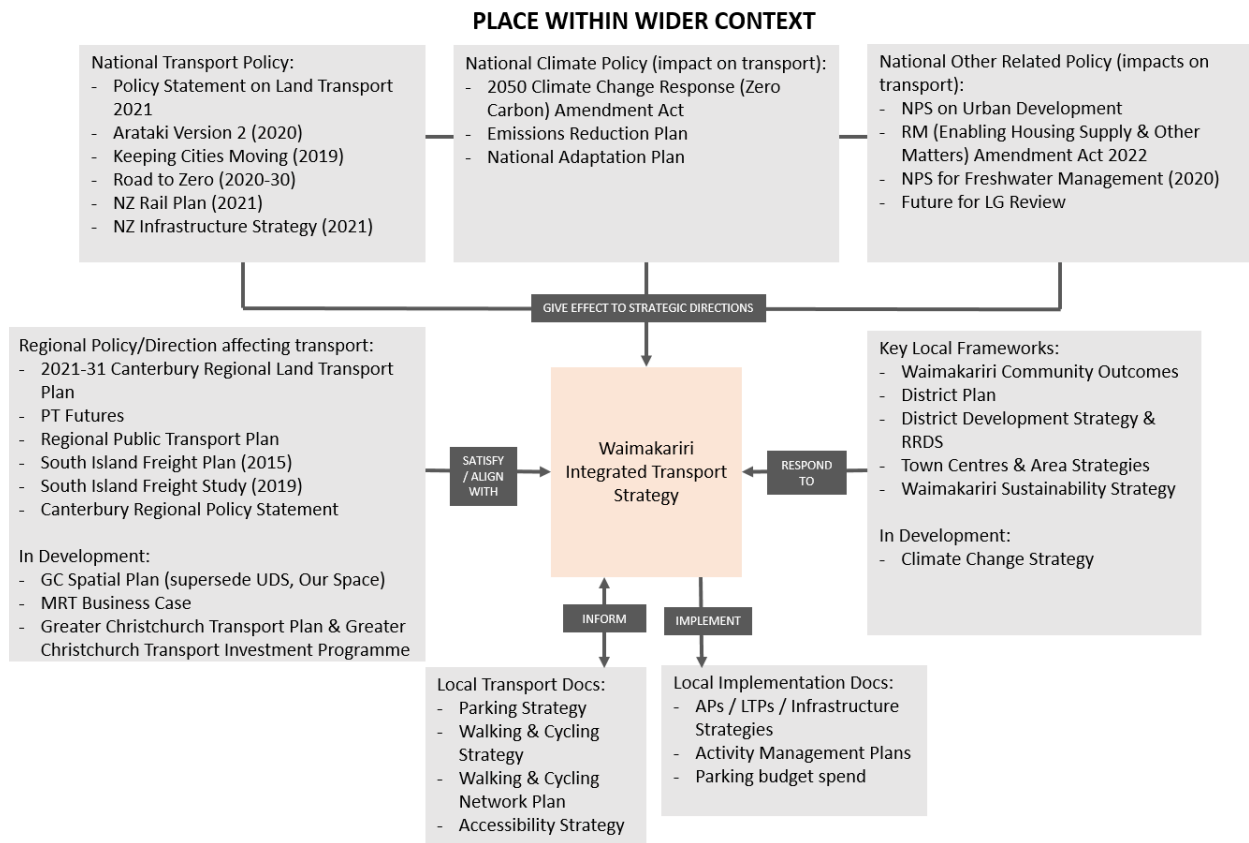
leakage, historic low investment in alternative transport modes, and relatively high car-dependency, coupled with the fact that a large proportion of District residents are rurally, or semi-rurally based and have a greater reliance of private motor vehicles.

- j. As referenced earlier, an increasing amount of central Government policy direction addressing climate change and emissions reduction (such as the Emissions Reduction Plan), together with sector reform, is quickly changing the landscape for transport and land use planning, regionally and locally. Continuing business as usual practices and forward planning without wider considerations that span across all transport related fields is arguably no longer appropriate, as Councils have responsibilities to give effect to central Government policy directions in this space. This includes ensuring communities are connected in the wider wellbeing context signalled in current Local Government Reform. The wider strategic context is pictured in 9.
- k. The Council needs a well-considered and robust plan and information base to respond to central Government policy and reform, in order to also put itself in the best position possible to access future funding streams that will assist in implementing key moves to be identified in the ITS.
- l. There is a need to consider the local context in aligning with regional transport and land use related planning exercises undertaken by the Greater Christchurch Partnership. It is considered likely that the Greater Christchurch Transport Plan will have a relatively urban/city focus, and translating what it means for the District will be important.
- m. Increasingly, there are partner and community expectations on Council to responsibly and responsively reconsider and pivot its activities and 'ways of doing things' in a way that addresses climate change.
- n. Waimakariri District is one of the fastest growing Districts in the country. Under the National Policy Statement on Urban Development, Waimakariri District is a 'Tier 1 Council' (alongside Councils in the areas of Auckland, Tauranga, Hamilton, Wellington and Christchurch). Waimakariri District is projected to increase from 66,160 people in 2021 to 99,860 people in 2051, an increase of 32,700 people or 49%. The Council's District Development Strategy signals a need for approximately 15,000 new houses to accommodate this population growth. This growth will increase the number of journeys made across the District and into Christchurch City, putting increased pressure on the transport system. The transport network, in its widest sense, will need to respond to (and inform) the urban growth pattern planned, as well as respond to unexpected or out-of-sequence development. The District has a significant rural and semi-rural population base, where traditional mode-shift initiatives are more problematic than in urban settings. The Council also needs to turn its mind to how best to respond to enabled increased residential density through intensification (MDRS) on a network basis.
- o. Transport developments need to appropriately consider important changes in the factors that make up Waimakariri's resident population. An aging population, made up of more single and couple-only households in the future, puts added pressure on providing a better, safer transport system with more travel choices. Location specific developments, such as retirement villages, also play a key role in local network planning.
- p. Appropriate infrastructure is required to accommodate changing technology in the transport space, such as EVs, e-bikes, micro-mobility, automated, and connected

vehicles. The vehicles of the future are not only likely to be fuelled from renewable sources but also self-driving, with implications for future design and delivery of transport networks. The transport system needs to become adaptable and responsive to meet the changing needs of our communities.

Wider Policy Context

8. The following diagram provides the wider policy context and framework that informs the development and implementation of an ITS. It lists the key central Government documents that provide transport, climate change and other related strategic directions the Council must give effect to, which impact in one way or another the local transport system. A number of (sub)regional strategies and plans – existing and in development –, with which an ITS needs to align, provide context for an ITS. Spatial growth related strategies and those addressing sustainability / climate change provide locally specific context, to which an ITS would respond. Existing transport related strategies would inform the content of an ITS, and in turn, an ITS would inform the review of those documents. Implementation of an ITS would largely occur through budgets committed in Long Term Plans (LTP) and Annual Plans (AP), as well as through external funding sources sought out.



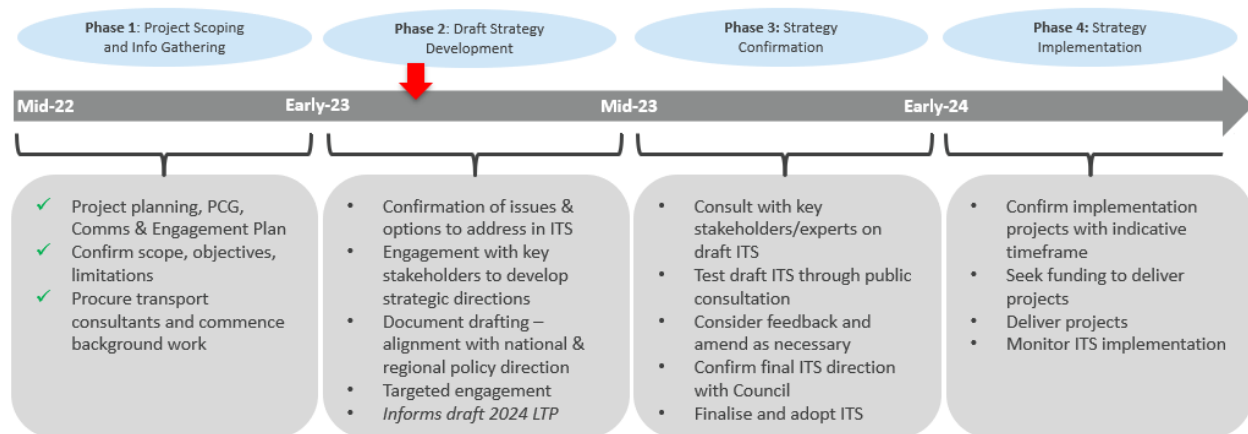
9. Key policy objectives at national, regional and local levels are currently as follows:

National policy objectives	Regional policy objectives	Local policy objectives
<ul style="list-style-type: none"> • Mode shift – increasing alternative modes (reduce reliance on private motor vehicle) • Achieve climate change objectives (reduce emissions and VKT) • Shaping urban form – 	<ul style="list-style-type: none"> • Safety • Sustainably manage demand • Prioritise a sustainable and integrated transport and land use network • Increase uptake of alternative modes 	<ul style="list-style-type: none"> • Managing private vehicle demand • Town centre congestion • Increased parking demand • Pressure on transport facilities (NPS-UD) • Provide modal choice

integrated land and transport planning <ul style="list-style-type: none"> • Safety – Road to Zero • Efficient freight network (encourage rail usage) 	<ul style="list-style-type: none"> • Effectively manage increasing freight volumes 	<ul style="list-style-type: none"> • Emissions recording • Natural disasters and climate change • Aging population
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Project Delivery and Engagement

10. The following diagram depicts the intended project delivery within four key phases:



11. The project scoping and preparation phase is complete and we are now in the draft Strategy development phase. It is important that outputs at the end of phase 2 inform the development of the draft 2024-34 LTP, alongside the Rooding Activity Management Plan (AMP).

12. It is appropriate that progressing the ITS project precedes the drafting of the Rooding AMP and the LTP, in order to provide key context and draft strategic directions as they develop. With this in mind, key strategic directions that will underpin the formulation of a draft ITS will be developed in Q2 of 2023, by the end of phase 2. AMP drafting will occur in parallel (underway and to be completed in Q3 of this year); however the development of the draft ITS will be able to provide some key strategic context and messages. Mid-2023 will see a draft ITS document completed, with consultation, confirmation and document finalisation occurring over the second half of 2023. It is anticipated that a final Strategy is presented to Council for adoption in December 2023 / January 2024.

13. It is important that the ITS evolves in collaboration with critical stakeholders and partners. As such, a Stakeholder Working Group has been established representing key sector and community views, and critical input is being sought through two half-day workshops with this group. The Stakeholder Working Group includes representation from:

- Waka Kotahi
- Environment Canterbury
- Christchurch City Council
- Greater Christchurch Partnership
- Waimakariri Access Group
- Promotions Associations
- Freight organisations / associations
- Spokes
- Youth Council
- Federated Farmers
- Community Board Chairs

14. This group is supported by key staff and selected elected members including the Portfolio Holders for Climate Change and Sustainability; District Planning; Roading; Transport; and Business, Promotions and Town Centres.
15. The first workshop was held with the Stakeholder Working Group on 8 March, during which staff and consultants outlined the scope, purpose, drivers and strategic context for the ITS. The session then allowed for focused discussion of key issues and challenges facing the District's transport system, as well as opportunities and priorities. Another workshop is scheduled for 11 May, during which draft strategic directions, that will ultimately underpin a draft ITS document, will be shared and discussed as a measure of 'sense-check'. We will also be discussing implementation, timeframes, roles, what success looks like, and next steps. The Community Board Chairs represent the Community Boards and the local community in their role on the Stakeholder Working Group. Engagement with the full Community Boards will occur again during the public consultation phase of the project, in order to seek the Boards' feedback on a draft ITS, in July/August 2023.
16. Staff are seeking engagement with Ngāi Tūāhuriri on the project, and discussions about how best to partner with, integrate and consider mana whenua interests are progressing.
17. Separate engagement (as opposed to membership on the Stakeholder Working Group) with other stakeholders is also occurring during the formulation of a draft Strategy, as well as seeking feedback on a draft document, as the project progresses. Certainly, engagement will also be proactively sought (either through early engagement or with a draft ITS during public consultation) with organisations and interests such as Residents Associations, Metro, KiwiRail, Bus and Coach Association, Canterbury Employment Chamber of Commerce, local developers, Living Streets, Low Vision NZ, Age Concern, Age-Friendly Advisory Group, schools, emergency respondents and utilities groups, Rangiora Airfield Advisory Group and others, as appropriate. Through 'Bang the Table' (Council's engagement platform), Council also has ready access to some 2000 registered residents, over 1000 of whom have indicated an interest in transport related matters.

Existing Community Feedback

18. Existing community feedback from a variety of sources that have previously garnered the wider community's views on transport and growth/change related matters tells us that key transport related concerns:
 - for the District's rural areas are a lack of modal choice;
 - for Oxford that the Main Street is dominated by cars and a desire for more walking and cycling routes;
 - for Rangiora parking issues, limited public transport services and cycling infrastructure, speed reductions and congestions (noting the for the purpose of this projects, it is assumed that the Eastern Link Rd will be implemented);
 - for Woodend/Pegasus that there is a desire for the Eastern bypass to reduce local Woodend traffic (noting this is subject to central Government decision-making), and the desire for more public transport options; and
 - for Kaiapoi traffic congestion, parking as well as safety and connectivity.
19. Community feedback collected through the Greater Christchurch 2050 consultation reveals that public transport, walking and cycling being easy and affordable is the most highly ranked aspiration in terms of importance, followed by it being easy to get around and a reduction in carbon emissions. The top concern is that traffic congestion is getting worse, pollution and waste management issues, and that we are not doing enough to offset the impacts of climate change.

20. Other engagement feedback tells us that the Waimakariri Walking and Cycling Network Plan received solid community support, and that there are multiple barriers to using public transport, including that cars are still more convenient, public transport services are unsuitable or limited, and that there is a preference for a train service.

Potential Issues and Challenges

21. Intercepting with many of the key drivers discussed above, the following is a list of key issues identified by staff at the project inception phase:

- Historically low investment to alternative travel modes in the Waimakariri District has made driving a vehicle 'too easy'. Limited intra-District public transport connections has resulted in high private car dependency. Coupled with relatively high inter-District employment leakage means the District generates relatively high VKTs. It is of note though, for balance, that the proportion of Greater Christchurch employment in Waimakariri has been consistently increasing over the last 20 years; Rangiora in particular is an exemplar in terms of self-sufficiency, where Kaiapoi is more of a 'commuter town'. The percentage of people living and working in the District has increased from 41% in 2006 to 57% in 2018 (and percentage living in the District and working in Christchurch has correspondingly dropped from 40.5% in 2006 to 28% in 2018). The majority of the District's labour force travels to work by car, van or truck (79%) and less than 1% use public transport to travel to work.
- Linked to above, environmental impact and effect on climate change of car-dependent travel, coupled with needing to reducing VKT and vehicle related emissions
- Ongoing effects of the Canterbury earthquakes continue to impact how people choose to travel (there is a perceived 'comfort and safety' in driving)
- Dispersed employment is an ongoing consequence of the Canterbury earthquakes, which makes commuting via public transport less efficient and hence, attractive
- Road safety
- The costs of vehicle ownership and operation is high
- The need to be able to respond to new and emerging transportation technologies
- Rural based communities have limited travel choices alternative to private vehicles
- Natural hazards impact on infrastructure / network resilience. Increasing impacts of climate change disrupt a vulnerable transport network, essential services, critical supplies and commerce
- 'The changing ways we do things'; rise in online shopping and work from home practices (accelerated by the global health pandemic) impact our town centres, access and parking requirements. (The percentage of people working from home is higher in Waimakariri District than in the Canterbury Region, noting this was measured at the 2018 Census before the pandemic). The future of these trends and their effect on the transport network are somewhat difficult to predict.

22. Earlier this year, transportation consultants Abley undertook for Council an assessment of likely issues and challenges that the District's transport system faces, in the context of its rural/urban setting, together with its place within the (sub)region. These have been

discussed and further evolved with the Stakeholder Working Group at its first session, and can be summarised in the following five key themes:

- Land use integration / intensification:
 - i. Greenfield development requires an integrated approach
 - ii. National Policy Statement (NPS) on Urban Development
 - iii. Resource Management (RM) Amendment Act – Medium Density Residential Standards (MDRS) Provisions
 - iv. Can infrastructure cope with higher densities?
 - v. Removal of parking requirements
 - vi. Impact on on-street parking
- Road safety:
 - i. The Safe System approach (post-crash care, safe roads, safe speeds, safe vehicles, safe roads users)
 - ii. Road to Zero policy
 - iii. Speed Management Framework
 - iv. Network Operating Framework – what is the purpose of each road?
- Congestion and parking:
 - i. Local congestion: Woodend, Rangiora, Southbrook Road, Williams Street
 - ii. Congestion in northern and western Christchurch; managing cross-boundary traffic demand with Christchurch
 - iii. Community wants more parking and ‘direct’ access
 - iv. Conflicts with mode shift aspirations
 - v. Shift from ‘predict and provide’ to active management?
- Modal priorities:
 - i. National focus – mode shift, climate change / emissions reduction
 - ii. Challenges for local policy to invest in all modes
 - iii. Waimakariri currently does not have a density for Mass Rapid Transit (MRT)
 - iv. Need for public transport between towns not just a connection to Christchurch; providing travel choice outside of the Greater Christchurch Partnership (GCP) area
- Freight network:
 - i. Priority to shift from road to rail
 - ii. District freight demand is diverse
 - iii. Challenge to better manage freight safety and efficiently
 - iv. Provide for intra-district freight movements

Key Next Steps

23. The relevant, critical next steps over the coming three months are:

- Community Boards discuss the project at their next meeting and their feedback / input is shared with staff (April)
- Early engagement with a number of other key stakeholders not represented on the Stakeholder Working Group (March/April)
- Formulation of draft strategic directions that will underpin a draft strategy (April)
- Briefings with Management Team and Council (April/May)
- Second Stakeholder Working Group session to share and ‘sense-check’ strategic directions (May)
- Formulation of a draft ITS for public consultation (June)

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of March 2023*

Member' Name: Philip Redmond

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
8 March 2023	Integrated Workshop Strategy Workshop Pegasus Drop In, Community Centre Location	Notes circulated, Very well attended, about 50 residents.
13 March 2023	Kate Valley Visit	Public access restricted, clean, no smell, methane generates electricity, extensive native planting,
14 March 2023	Extraordinary Council Meeting	MR873 DC's, proposed remission for up to 20 houses, consultation.
15 March 2023	Waka Kotahi Meeting with James Caygill	Woodend and Lineside Road Safety and wire rope barriers.
16 March 2023	Whag-Strategic Terms of Reference Review	Relevance and cross over with other agencies
23 March 2023	Property Working Group	M HU funding application for housing application.
29 March 2023	Next Steps Website launch	Interactive website, WDC, HDC and SSW.

OTHER:

Also attended 33 Council and Committee meetings, staff and resident meetings, the later mainly roading and drainage. Council or community rep on all drainage groups except Oxford and Ohoka/Mandeville.

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of March 2022*

Member' Name: Brent Cairns

MEMBER'S DIARY	DISCUSSION POINTS
<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
Volunteer Expo	Expo was well attended.
North Canterbury Neighbourhood Support	Attended the Event and was able to engage more residents and have them sign up and some have indicated they were to be street leaders. The area is popular with NCNS so much so that they need more Good Home Vouchers to pop in the welcome bags.
The Pegasus/Woodend Food Forest	Attended the volunteer event and they also received interest from residents to assist. Things are growing well, and everything looks healthy and have survived the summer, thanks to Mark Patterson and his watering system. Meeting with Greenspace soon to ask if the food forest can alter slightly to construct a wind break. They have new seating and tables that have been provided by the local menzshed and their members are using the space to have coffee at.

OTHER: