

# Agenda

## Woodend-Sefton Community Board

Monday 8 June 2026

5.30pm

Woodend Community Centre  
School Road  
Woodend

**Members:**

Mark Paterson (Chairperson)

Andrew Thompson (Deputy Chairperson)

Brent Cairns

Joel McLachlan

Mathew Potter

Shona Powell

Prudence Stone

## **AGENDA CONTENTS – WOODEND-SEFTON COMMUNITY BOARD MEETING**

| <b><u>Item Number</u></b> | <b><u>Item Topic</u></b>   | <b><u>Page numbers</u></b> |
|---------------------------|--|----------------------------|
| <b>3</b>                  | <b>Confirmation of Minutes</b>   |                            |
| 3.1                       | Minutes of 13 April 2026   | 8-16                       |
| 3.3                       | Minutes of 11 May 2026   | 17-23                      |
| <b>6</b>                  | <b>Report</b>  |                            |
| 6.1                       | Request for “Keep Clear” Marking Outside No. 71 Main North Road  | 24-30                      |
| 6.2                       | Request to Approve Intersection Controls on Jelfs Road, Lilburne Street, Broad Road, McGifferts Road, Vaughan Street and Buller Street | 31-38                      |
| 6.3                       | Proposed Roding Capital Works Programme for 2026 / 27 and Indicative Three-Year Programme  | 39-51                      |
| 6.4                       | Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund   | 52-84                      |
| <b>8</b>                  | <b>Chairpersons Report</b>   | 85-86                      |
| <b>10</b>                 | <b>Members Information Exchange</b>  |                            |
| 10.1                      | Tim Bartle   | 87                         |
| 10.2                      | Joel McLachlan   | 88                         |
| 10.3                      | Mathew Potter  | 89                         |
| 10.4                      | Andrew Thompson  | 90                         |
| 10.5                      | Philip Redmond   | 91                         |

**AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 8 JUNE 2026 AT 5.30PM.**

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

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|          | <b><u>BUSINESS</u></b>   | PAGES |
|----------|--|-------|
| <b>1</b> | <b><u>APOLOGIES</u></b>  |       |
| <b>2</b> | <b><u>CONFLICTS OF INTEREST</u></b>  |       |
| <b>3</b> | <b><u>CONFIRMATION MINUTES</u></b>   |       |
| 3.1      | <b><u>Minutes of the Woodend-Sefton Community Board Meeting – 13 April 2026</u></b>  | 8-16  |
|          | <i>RECOMMENDATION</i>  |       |
|          | <b>THAT</b> the Woodend-Sefton Community Board:  |       |
|          | (a) <b>Confirms</b> , as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 13 April 2026. |       |
| 3.2      | <b><u>Minutes of the Woodend-Sefton Community Board Meeting – 11 May 2026</u></b>  | 17-23 |
|          | <i>RECOMMENDATION</i>  |       |
|          | <b>THAT</b> the Woodend-Sefton Community Board:  |       |
|          | (a) <b>Confirms</b> , as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 11 May 2026.   |       |
| 3.3      | <b><u>Matters Arising (from minutes)</u></b>   |       |
| <b>4</b> | <b><u>DEPUTATIONS AND PRESENTATIONS</u></b>  |       |
|          | Nil.   |       |
| <b>5</b> | <b><u>ADJOURNED BUSINESS</u></b>   |       |
|          | Nil.   |       |

## 6 REPORTS

### 6.1 Request for “Keep Clear” Marking Outside No. 71 Main North Road – Shane Binder (Senior Transportation Engineer) and Joanne McBride (Roading and Transport Manager)

24-30

#### RECOMMENDATION

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

- (a) **Receives** Report No. 260216027682.
- (b) **Approves** a “Keep Clear” marking on the roadside in front of 71 Main North Road.
- (c) **Notes** that a “Keep Clear” marking would not be legally enforceable and would not be monitored by Council staff.
- (d) **Notes** it is expected in the future that upon completion of the NZTA Belfast to Pegasus project, Main North Road will have its state highway status revoked, and will then revert to Council control. At this time there may be changes to the Woodend Town Centre environs, including parking supply and roadside amenity.
- (e) **Circulates** this report to the Utilities and Roading Committee for information.

### 6.2 Request to Approve Intersection Controls on Jelfs Road, Lilburne Street, Broad Road, McGifferts Road, Vaughan Street and Buller Street – Shane Binder (Senior Transportation Engineer) and Nithin Puthupparambil (Transportation Engineer)

31-38

#### RECOMMENDATION

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

- (a) **Receives** Report No. 251201228464.
- (b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

| Item | Road to be Controlled | Road to Remain Uncontrolled | Type of Control to be Imposed | Type of Control to be Revoked |
|------|-----------------------|-----------------------------|-------------------------------|-------------------------------|
| 1    | Jelfs Road            | Woodend Beach Road          | Give Way                      | none                          |
| 2    | Lilburne Street       | Lorimer Street              | Stop                          | Give Way                      |
| 3    | Broad Road            | Upper Sefton Road           | Stop                          | Give Way                      |
| 4    | McGifferts Road       | Upper Sefton Road           | Stop                          | none                          |
| 5    | Vaughan Street        | Cross Street                | Stop                          | none                          |
| 6    | Buller Street         | Cross Street                | Stop                          | none                          |

- (c) **Circulates** this report to the Utilities and Roading Committee for information.

### 6.3 Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-Year Programme – Kieran Straw (Civil Projects Team Leader) and Joanne McBride (Roading and Transport Manager)

39-51

#### RECOMMENDATION

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

- (a) **Receives** Report No. 260508111821.
- (b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).
- (c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 years.
- (d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

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

52-84

*RECOMMENDATION*

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

- (e) **Receives** report No. 260428104185.
- (f) **Approves** a grant of \$..... to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

**OR**

- (g) **Declines** a grant to the North Canterbury Scout Jamboree Troop.
- (h) **Approves** a grant of \$..... to the North Canterbury Federation of Women's Institute towards costs related to running its craft day in July.

**OR**

- (i) **Declines** a grant to the North Canterbury Federation of Women's Institute.
- (j) **Approves** a grant of \$..... to the Pegasus Residents' Group Inc. towards costs relating to the Matariki morning tea to be held at the Pegasus Bay School.

**OR**

- (k) **Declines** a grant to the Pegasus Residents' Group Inc.

**7 CORRESPONDENCE**

Nil.

**8 CHAIRPERSON'S REPORT**

8.1 **Chairpersons Report for May 2026**

85-86

*RECOMMENDATION*

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

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 260603129483).

**9 MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.**
- 9.2. **Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.**
- 9.4. **Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.**
- 9.5. **Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roothing Committee Meeting 12 May 2026 – Circulates to all Boards.**
- 9.6. **Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**
- 9.7. **Drainage – Utilities and Roothing Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**
- 9.8. **Water Supply - Utilities and Roothing Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**

- 9.9. **Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**
- 9.10. **Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**
- 9.11. **Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**
- 9.12. **Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.**

*RECOMMENDATION*

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

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

**Note:**

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

## **10 MEMBERS' INFORMATION EXCHANGE**

- 10.1 **Tim Bartle** 87  
Trim: 260605130779.
- 10.2 **Joel McLachlan** 88  
Trim: 260605130782.
- 10.3 **Mathew Potter** 89  
Trim: 260605130784.
- 10.4 **Andrew Thompson** 90  
Trim: 260605130787.
- 10.5 **Philip Redmond** 91  
Trim: 260602127978.

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

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

## **11 CONSULTATION PROJECTS**

- 11.1 **Stock Movement Bylaw 2026**  
<https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026>  
Consultation closes on Friday 12 June 2026.
- 11.2 **Head Start Pathway/Amalgamation**  
<https://letstalk.waimakariri.govt.nz/head-start-pathway>  
Consultation closes on Sunday 5 July 2026.

**12 BOARD FUNDING UPDATE**

**12.1 Board Discretionary Grant**

Balance as at 31 May 2026: \$6,856.

**12.2 General Landscaping Budget**

Balance as at 31 May 2026: \$0.

**13 MEDIA ITEMS**

**14 QUESTIONS UNDER STANDING ORDERS**

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 13 July 2026 in the Woodend Community Centre.

**Workshop**

- *Speed Limits – Shane Binder (Senior Transportation Engineer) 30mins*
- *Woodend Pegasus Area Strategy Review – Update and Draft Directions – Heike Downie (Strategy and Centres Team Leader) and Andrew Willis (Contract Planner) 45mins*
- *Discretionary Grant Fund Criteria Review – Thea Kunkel (Governance Team Leader) 10mins*
- *Members Forum*

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 13 APRIL 2026 AT 5.30PM.**

**PRESENT**

M Paterson (Chairperson), A Thompson (Deputy Chairperson), B Cairns, J McLachlan, M Potter, S Powell and P Stone.

**IN ATTENDANCE**

T Bartle and P Redmond (arrived 5:49pm) (Kaiapoi-Woodend Ward Councillors).

S Salthouse (General Manager Organisational Development and Human Resources), G Stephens (Design and Planning Team Leader), J Mason (Landscape Architect), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

**1 APOLOGIES**

Moved: M Paterson

Seconded: A Thompson

**THAT** an apology for lateness be received and sustained for P Redmond, who arrived at 5:49pm

**CARRIED**

**2 CONFLICTS OF INTEREST**

Item 6.1 - J McLachlan declared a conflict.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board Meeting – 10 March 2026**

Moved: J McLachlan

Seconded: P Stone

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

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 10 March 2026.

**CARRIED**

**3.2 Matters Arising (from minutes)**

There were no matters arising from the minutes.

**4 DEPUTATIONS AND PRESENTATIONS**

Nil.

**5 ADJOURNED BUSINESS**

Nil.

## 6 **REPORTS**

### 6.1 **Woodend-Sefton General Landscaping Budget** – J Mason (Landscape Architect)

J Mason spoke to the report, noting that its purpose was to provide the Board with information regarding the projects of interest funded through the General Landscaping Budget. She advised that seven projects were recommended within the report.

B Cairns questioned the cost of the proposed seat on Pegasus Boulevard. J Mason responded that the installed cost was expected to be around \$3,500, with the seat itself priced at approximately \$2,800. She also noted that the Pegasus Women's Institute had offered a \$1,000 contribution toward the seat.

B Cairns queried whether the Board could instead select a seat produced by the Kaiapoi Menz Shed, which was priced at \$800. S Powell explained that the vision for the Pegasus Boulevard/ Bob Robertson Drive, which was becoming a significant through-route, was for all street furniture to share a similar aesthetic to create a sense of continuity throughout the suburb. Hence, it was suggested that the proposed seat design align with the seating already installed on Bob Robertson Drive. A seat from the Menz Shed would not be of a similar aesthetic.

B Cairns asked about the proposed Pegasus events sign and whether alternative locations could be considered. He referred to the Woodend Pegasus Area Strategy meeting held recently, where Ravenswood was discussed as a potential hub for the wider Pegasus–Woodend–Ravenswood area. In that context, B Cairns suggested that an events sign might be more appropriately located in Ravenswood rather than solely within Pegasus. J Mason advised that from an operational perspective, if the events sign were a Council-owned asset, alternative locations could certainly be considered. However, if the Pegasus Residents Group (PRGI) wished to have direct involvement in the project, including responsibility for associated costs, that would need further discussion. It was acknowledged that the location remained open to interpretation and that staff would be willing to review any suggested alternative sites.

B Cairns sought clarity on whether the PRGI were contributing funding toward the proposed events sign. J Mason explained that the PRGI had been responsible for developing the design and identifying the proposed location; however, staff had not worked directly with PRGI on this matter. Further clarification would therefore be required to confirm whether the PRGI would support an alternative location and what level of input they wished to retain.

B Cairns noted that while an events sign located within Pegasus would serve local events, a more centralised site, such as Ravenswood, might provide greater visibility and reach a wider audience. J Mason undertook to communicate the Board's suggestions back to the PRGI for consideration.

S Powell questioned the estimated cost of installing the proposed event sign. She observed that, although the Traffic Management Plan and "Before-you-dig" inspection were required, the quoted figure of \$5,000 appeared high. Concern was expressed about whether such a cost was reasonable given the relatively small number of events held in Pegasus. J Mason advised that the cost estimate had been informed by figures provided by the Pegasus Menz Shed and a local contractor. The approach taken was to err on the side of caution; hence, allowances had been included to ensure adequate contingency. The overall estimate, therefore, included a buffer to accommodate potential cost variations.

B Cairns enquired if the PRGI would be responsible for managing the events sign if it remained in its proposed location. J Mason confirmed that the PRGI had proposed managing the sign.

P Stone asked whether the design of the events sign was a previously used template. She observed that, over time, multiple events signs might be required in prominent locations across the district. P Stone noted that there could be potential cost savings if a standardised design were adopted and several signs were produced at once, rather than responding to individual requests from separate community groups. G Stephens explained that the design for the events sign was based on the existing events signs in Rangiora, which had proven helpful to residents and local community organisations. He noted that the PRGI had proposed the sign with the intention of tailoring it to their community. He further advised that such signage involved two cost components: the initial cost of constructing the sign and the ongoing operational costs associated with updating it. Staff clarified that this ongoing management was expected to be undertaken by the relevant residents' groups, as Council did not have the capacity or interest at present to manage event signage on an ongoing basis.

G Stephens observed that if the Board wished to take a more strategic view of events signage across the wider area, it would be preferable to do so before any installations proceeded. Early themes emerging from the Woodend Pegasus Area Strategy review indicated that, while the Waimakariri District was viewed as a single broader community, there was still value in recognising the distinct identities of Ravenswood, Woodend, and Pegasus. On that basis, it was considered reasonable to proceed with a Pegasus-specific sign if desired. Alternatively, the Board could defer funding, seek additional information, and conduct a more strategic assessment before proceeding with the project.

S Powell raised a concern about the visibility of the proposed Pegasus location, given that Pegasus Boulevard operated at a 70 km/h speed environment, which could limit the ability of passing motorists to safely read event information. G Stephens responded that the sign's text design would follow established template specifications. While visibility at 70 km/h could be achieved through appropriate design, it was acknowledged that slower traffic naturally made signs easier to read. He also noted that once vehicles entered the 50 km/h zone within Pegasus, the streetscape became more visually complex, with more elements competing for attention. In such an environment, an events sign could be less prominent or risk blending into the surrounding visual clutter.

A Thompson asked whether, from a professional perspective, it would be a more sustainable and justifiable use of funds to invest in a "Welcome to..." village sign, typically costing between \$500 and \$1,000, rather than spending approximately \$5,000 on a single events sign. G Stephens commented that the two types of signage served different purposes. The proposed Pegasus events sign was intended specifically for advertising community events, whereas village welcome signs fulfilled a separate, more permanent function. While the two could theoretically be combined, the primary purpose of the event sign was to provide a dedicated space to promote local activities.

Moved: M Paterson                      Seconded: P Stone

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

- (a) **Receives** Report No. 260319079963.
- (b) **Approves** the allocation of \$2,800 towards a seat at a suitable confirmed location on Pegasus Boulevard with a commemorative plaque acknowledging the donation from the Pegasus Women's Group.
- (c) **Approves** the allocation of \$500 towards a plaque to acknowledge donations towards planting at the Pegasus Community Centre.
- (d) **Approves** the allocation \$1,000 towards a Beach Surfers Etiquette Sign for Waikuku Beach and staff working with the Surf Life Saving Club to create and install this sign at an appropriate location.
- (e) **Approves** the allocation \$4,000 towards an accessible table at Woodend Beach as identified on the Woodend Beach Community Facilities Master Plan (Trim).

251127226060).

- (f) **Approves** the allocation \$1,700 towards Cycle Stands at Woodend Beach at a location identified by staff.
- (g) **Approves** the allocation of any remaining budget to go towards native planting at Woodend Beach as identified on the Woodend Beach Community Facilities Master Plan (Trim. 251127226060).
- (h) **Approves** staff undertaking consultation with the community on potential Waikuku Skate Ramp modifications and requests staff bring a report back to the Board with options and costs to support consideration for a potential Board 2027/37 Long Term Plan submission.
- (i) **Defers** a decision on the allocation of \$5,000 towards a Pegasus Events Sign for Pegasus until such time as clarity is obtained on the number of proposed community events in Pegasus and possible alternative locations for the proposed sign.
- (j) **Notes** the Board has \$18,140 available to spend from the 2025/2026 General Landscaping Budget (101054.000.5224).
- (k) **Notes** that this will fully allocate the budget available to the Board within the 2025/26 financial year.

**CARRIED**  
M Potter against

A Thompson supported the motion, questioning the justification of spending \$5,000 on a Pegasus events sign, when there seemed to be a small number of events taking place annually. He requested that staff liaise with the PRGI to determine the number of proposed community events in Pegasus and to discuss possible alternative locations.

S Powell also supported the motion, noting that few events are currently being held in Pegasus. She observed that, if only three or four events were held annually in Pegasus, the value of investing approximately \$5,000 in a single, community-specific event sign could be debatable. In contrast, a sign serving the wider area, capturing events from Waikuku Beach, Woodend, Ravenswood, Pegasus, and surrounding communities, might attract more frequent use and greater public attention. In addition, S Powell agreed that it would be prudent to delay installing the Pegasus event sign until the outcomes of the Woodend Pegasus Area Strategy review were available.

B Cairns referred to the number of events organised in Woodend. It was suggested that, if the intention was to create a centralised events-signage point for the wider area, a location within Woodend, being more central, might be more appropriate than a site on the outskirts of Pegasus.

## 6.2 **Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

T Kunkel spoke to the report, noting that an application had been received from the Pegasus Menz Shed seeking funding to purchase an air filtration unit. Woodworking activities generated a lot of fine dust, and the filtration system would assist with maintaining health and safety standards and a productive environment.

Moved: S Powell

Seconded: A Thompson

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

- (a) **Receives** report No. 260323081408.
- (b) **Approves** a grant of \$599 to the Menzshed Pegasus Woodend Community Trust towards the purchase of an air filtration unit for the shed.

**CARRIED**

S Powell commented that the Menzshed provided significant value to the community, both through its contribution to men's mental health and wellbeing and through the practical work it undertook. She expressed strong support for the application.

A Thompson agreed with S Powell and supported the motion.

6.3 **ANZAC Day Services 2026** – T Kunkel (Governance Team Leader)

T Kunkel took the report as read.

*The meeting adjourned for a workshop from 5.56pm to 6pm to discuss the Board representation at Anzac Day services.*

Moved: M Paterson                      Seconded: J McLachlan

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

- (a) **Receives** report No. 260316076886.
- (b) **Appoints** Board member M Paterson to attend the Woodend Anzac service to be held at 6pm on Friday, 24 April 2026, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial. Noting that a Council representative will also lay the wreath.
- (c) **Appoints** Board member P Stone to attend the Sefton Anzac service to be held at 6pm on Friday, 24 April 2026, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (d) **Appoints** Board member M Potter to attend the Pegasus Dawn Service to be held at 5.55am on Saturday, 25 April 2026, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

**CARRIED**

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for March 2026**

- Attended the Woodend Pegasus Area Strategy meeting. There were many stakeholders, and they were well represented.

Moved: M Paterson                      Seconded: B Cairns

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

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

9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 March 2026.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 11 March 2026.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 March 2026.

- 9.4. Proposed Stock Movement Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.5. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.6. Health, Safety and Wellbeing Report January 2026 to February 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.7. Enterprise North Canterbury's Approved Six-Month Report to Council 31 December 2025, Draft Statement of Intent for the Financial Year Beginning 1 July 2026 and ENC Actual Expenditure to 31 December 2025 – Report to Audit and Risk Meeting 17 March 2026 – Circulates to all Boards.
- 9.8. Water Services Alternative Rating Structure Review – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.9. Fee Waiver Terms of Reference and Grants Scheme Update – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.10. Storm Related Tree Damage Response – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.11. Council Submissions to Central Government for the Local Government Consultation Period, February 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.12. ANZAC Day Services 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.13. Adoption of the 2025-2028 Governance Statement – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.14. Health, Safety and Wellbeing Report February 2026 to March 16 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards

Moved: A Thompson

Seconded: S Powell

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

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

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **J McLachlan**

- Pegasus Community Centre site visit.

### **T Bartle**

- Annual Plan consultation - There had been four drop-in sessions, and the response from the public was very minimal.
- It was noted that there may be, moving forward, a flow-on effect from the increased truck movements associated with the extraction of shingle from the riverbeds for the Woodend Bypass project. A response had been received from Baynons Road regarding activity on the Waimakariri River, with several residents expressing concerns. Council staff were working through these matters.

### **B Cairns**

- Food Secure North Canterbury hosted two weekends of edible garden/farm visits to encourage people to learn how to grow their own food. It was popular and would be an ongoing event.
- Discussion regarding homelessness with Rangiora Retailers facilitated by Matt Doocoy. Talks were about those taking up residence on the main streets in town centres and the wider issue of homelessness.

- Rangiora Town Hall was celebrating its centenary, and multiple meetings were held to arrange an event to celebrate.
- The new playground at Norman Kirk Park in Kaiapoi had been reviewed following user feedback, and several elements had been adjusted accordingly. Additional signage had also been installed at Currie Park. It was noted that receiving user feedback was valuable, as it enabled the Council's Greenspace team to consider it and make improvements where appropriate.
- The Annie Currie Bird observation platform at the Waikuku estuary was opened.
- Twenty Elder Person units were currently under construction in Kaiapoi and were nearing completion.
- North Canterbury Neighbourhood Support had, after many months of consultation with its members, transitioned from an incorporated society to a charitable trust. It was noted that, in due course, the trust may seek representatives from Community Boards to join its management committee.
- Work was underway on the Events Plan, which considered how the Council provided funding for events and for the various promotions associations. The focus was on identifying opportunities for improvement and ensuring that funding was aligned with desired outcomes.
- The Kaiapoi River Festival had attracted approximately 7,000 attendees. It was anticipated that the 2027 event would be larger.
- Public open discussions on the Draft Annual Plan had experienced low attendance. To date, around 20 submissions have been received, with the submission period closing on 20 April.
- Attendance was noted at the Baynons Road residents' meeting, where concerns were raised regarding the volume of truck movements transporting gravel for the construction of the Woodend Bypass.
- Government officials from Wellington visited the Council to receive an update on the Waimakariri Welcoming Community Plan.
- The Race Unity Poster Competition was held again this year—its fourth year—with schools participating by having students design posters based on a set theme.
- The Woodend–Pegasus Area Strategy event was well run, with a number of constructive ideas presented regarding the future development of the area. It was noted that Ravenswood had the potential to become the central hub.
- A new art gallery had opened in Kaiapoi.
- A new art education business had commenced operation in Rangiora.
- The *Schmuck* Jewellery Exhibition had opened in the Rangiora Chamber Gallery.
- The Indian community celebrated Holi, the festival of colours, in Victoria Park, Rangiora.
- The Pegasus Community Centre in Pegasus had progressed to the stage where the roof had been installed.
- Enterprise North Canterbury was hosting an online discussion with Brad Olsen on the impact of global instability and oil shocks.

### **P Redmond**

- Rangiora Airfield Advisory Group Meeting:
  - Restructuring in progress to become a user group.
  - Re-seeding of the runway and taxi area.
  - Over 40,000 movements per annum, considering whether to become a certifying airfield.
- Annual Hui with Ngai Tuahuriri – good dialogue and discussions.
- Waimakariri Passchendaele Advisory Group Meeting:
  - Chaired inaugural meeting.
  - Nominated community representatives to the Council, who were approved – Neville Atkinson, Russell Keetley and Aaron Clark.
  - The Group would be meeting quarterly.

- Volunteer Expo at Rangiora Library:
  - Very well supported and good attendance.
  - One complaint from a user was that it was disruptive and not a good venue.
- Visited the former motel complex on Percival Street:
  - This had been remodelled for social housing.
  - Well run with support from local agencies.
  - Approximately 14 units.
- Pegasus Cuppa.
- Courtenay Drive elderly persons complex visit:
  - Nearing completion.
  - Chaired Property Asset Working Group.
  - Self-supporting overall.
- Mayor's Task Force for Jobs Breakfast.
- Residents meeting at Baynons Road:
  - This was in relation to gravel extraction haulage routes.
  - Ongoing with residents.
  - Mitigations proposed relating to days and hours of operation, speed limits and signage.
  - Residents were seeking an alternative route.
  - Essentially an Environment Canterbury and New Zealand Transport Agency matter.
- Environment Canterbury Drop in at Rangiora Airfield regarding stop bank improvements – several options some of which could prejudice airfield in future e.g. Daniel Smith proposal.
- Opened Annie Currie Platform at Waikuku Estuary and cut the ribbon:
  - A generous legacy from Annie funded this project.
  - Attended by her family and the Ashey Rakahuri Rivercare Group, Friends of Tuhaitara Coastal Park and local residents.
  - An ecological gem.
  - Accessible to all users.
- Oxford A&P Show.
  - Very well attended.
  - Council staff and a few elected members present to discuss the Draft Annual Plan, Get Ready, Library and recycling.

## 11 **CONSULTATION PROJECTS**

### 11.1 **Waimakariri District Council Draft Annual Plan**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2026-27>

Consultation closed on Monday, 20 April 2026.

### 11.2 **Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

The Board noted the consultation projects.

## 12 **BOARD FUNDING UPDATE**

### 12.1 **Board Discretionary Grant**

Balance as at 31 March 2026: \$7,455.

### 12.2 **General Landscaping Budget**

Balance as at 31 March 2026: \$14,640.

The Board noted the funding update.

**13 MEDIA ITEMS**

It was agreed that J McLachlan would take over the administration of the Board’s Facebook page.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**16 NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Monday 11 May 2026 in the Woodend Community Centre

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7:23PM.

|  |
|--|
| <p><b>Workshop (6:13pm to 7:23pm)</b><br/><b>Trim</b></p> <ul style="list-style-type: none"> <li>• <i>Pegasus Youth Space – Grant Stephens (Design and Planning Team Leader)</i></li> <li>• <i>Landscape Budget Review - Grant Stephens (Design and Planning Team Leader)</i></li> </ul> |
|--|

CONFIRMED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 11 MAY 2026 AT 5.30PM.**

**PRESENT**

M Paterson (Chairperson), A Thompson (Deputy Chairperson), B Cairns, J McLachlan, M Potter, S Powell and P Stone.

**IN ATTENDANCE**

T Bartle and P Redmond (Kaiapoi-Woodend Ward Councillors).

S Salthouse (General Manager Organisational Development and Human Resources), G Stephens (Design and Planning Team Leader), J Mason (Landscape Architect), T Künkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

**1 APOLOGIES**

None

**2 CONFLICTS OF INTEREST**

No conflict interest was declared.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board Meeting – 13 April 2026**

M Potter requested that the Minutes be reviewed, as he felt that additional comments in opposition to the Pegasus sign had been made during the meeting but were not fully reflected in the recorded minutes. He asked that the Minutes be updated to include the full details so that the reasons for the decision to postpone a decision regarding the sign were clearly understood.

T Künkel noted that the amendments requested were substantial and suggested that the Minutes lay on the table until the next meeting to allow time for them to be updated before approval. She reminded members that the Minutes were not a verbatim record; however, the meeting was recorded, and those recordings were available on the Council's website for anyone wishing to review the full discussion.

**3.2 Matters Arising (from minutes)**

There were no matters arising from the minutes.

**3.3 Notes of the Woodend-Sefton Community Board Workshop – 13 April 2026**

Moved: M Paterson

Seconded: A Thopson

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

- (a) **Receives**, the circulated Notes of the Woodend-Sefton Community Board workshop held on 13 April 2026.

**CARRIED**

#### 4 DEPUTATIONS AND PRESENTATIONS

Nil.

#### 5 ADJOURNED BUSINESS

Nil.

#### 6 REPORTS

##### 6.1 Road Naming – B Borcoskie Limited – S Morrow (Rates Officer – Property Specialist)

S Morrow spoke to the report, noting that approval was being sought for a new name for a private Right of Way that would service approximately ten residential lots in Sefton. The land parcel was identified as 125 Halston Road, Sefton, and the proposed name had been provided by the developer.

There were no questions from elected members.

Moved: A Thompson

Seconded: M Potter

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

- (a) **Receives** Report No. 260429104769.
- (b) **Approves** the following proposed road name for new private Right of Way as part as shown on the subdivision plan (Trim: 260429104796).
  - (i) Roseville Lane (Private Road)
- (c) **Notes** the road name will indicate a private roadway on the road name blade.

**CARRIED**

##### 6.2 Ratification of the Woodend-Sefton Community Board's submissions to the Waimakariri District Council and Environment Canterbury's draft 2026-27 Annual Plans – T Kunkel (Governance Team Leader)

T Kunkel spoke to the report, thanking members for their contribution to the Board submission. She also thanked the Chairperson for representing the Board at the Council's 2026/27 Draft Annual Plan hearings.

There were no questions from elected members.

Moved: M Paterson

Seconded: P Stone

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

- (a) **Receives** report No. 260414095919.
- (b) **Ratifies** its submission to the Waimakariri District Council draft 2026-27 Annual Plan (Trim Ref: 260415096443).
- (c) **Ratifies** its submission to Environment Canterbury's draft 2026-27 Annual Plan (Trim Ref: 260330086472).

- (d) **Notes** that the Board Chairperson spoke at the Waimakariri District Council Submission Hearings to convey the Board's view in person on Thursday, 7 May 2026.

**CARRIED**

## **7 CORRESPONDENCE**

Nil.

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for March 2026**

M Paterson provided an update on the planned opening of the John Harris Den building in Woodend. Their proposed opening would be at 3.30pm on 13 August 2026 at, and confirmation from Mayor Gordon was still pending. It was anticipated that a sign would be installed outlining the history of the site, similar to the information previously published in the *Woodpecker*. The plaque had already been installed on the building. Woodend School had been invited to participate and was likely to contribute a kapa haka performance.

M Paterson also reported attending the pumpkin-weighing competition at Waikuku Beach, describing it as a positive community event. It was noted that a local sponsor contributed \$500 annually as prize money; the winner had chosen to roll the prize over, increasing next year's prize to \$1,000. The event was well attended, and it was suggested that Board members who were unable to attend this year might be able to do so in future.

Moved: M Paterson

Seconded: A Thompsen

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

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

## **9 MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 8 April 2026.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 8 April 2026.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 20 April 2026.
- 9.4. Approval of the Transportation Procurement Strategy 2026 – Report to Utilities and Rooding Committee Meeting 14 April 2026 – Circulates to all Boards.
- 9.5. New Zealand Transport Agency Procedural Audit Report March 2026 – Report to Utilities and Rooding Committee Meeting 14 April 2026 – Circulates to all Boards.
- 9.6. Annual Stormwater Compliance and Monitoring Reports for 2024-25 for Oxford, Woodend and Kaiapoi – Report to Utilities and Rooding Committee Meeting 14 April 2026 – Circulates to the Oxford-Ohoka, Kaiapoi-Tuahiwi and Woodend-Sefton Community Boards.
- 9.7. May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/2025 and 2025/026 – Report to Utilities and Rooding Committee Meeting 14 April 2026 – Circulates to all Boards.
- 9.8. Aquatics April Update – Report to Community and Recreation Committee Meeting 21 April 2026 – Circulates to all Boards

9.9. Libraries Update to April 2026 – Report to Community and Recreation Committee

Moved: J McLachlan

Seconded: S Powell

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

- (a) **Receives** the information in Items 9.1 to 9.9.

**CARRIED**

**10 MEMBERS' INFORMATION EXCHANGE**

**M Potter**

- M Potters information update was circulated as part of the agenda.
- M Potter reported that he had been liaising with Council staff, who confirmed that Environment Canterbury (ECan) had some oversight of the waterways on the Pegasus Golf Course. This oversight related to the concerns raised by residents regarding eels and water levels on the Golf Course. It was reported that ECan had discussed requiring the owners to operate the pumps to ensure the waterways were replenished should any issues arise.

**B Cairns**

- B Cairns met with all Promotions Associations to provide an update on the Events Plan review.
- The Parking and Traffic Bylaw hearing had been held, with the draft bylaw scheduled to go to the Council for ratification. The review included parking zones, residents' exemption zones, and overnight parking provisions. A total of 48 formal submissions were received. The new bylaw was expected to come into force in July 2026.
- Work had commenced on transporting gravel from the Waimakariri and Ashley Rivers to fill the lakes off Smith Street, Kaiapoi, as part of the Woodend Bypass project. It was noted that Baynons Road residents had appeared in the media regarding truck movements along their road.
- The Welcoming Communities Plan progressed toward accreditation. The libraries' pop-up mobile service trial had been completed. The pools were considering family-focused initiatives for the school holidays, along with offers to encourage new pool users. Libraries received approximately 400,000 visitors per year and loaned around 500,000 books. A recent survey of 250 respondents indicated interest in extended opening hours. The "stash swap" and seed-swapping areas had been upgraded, and the musical instrument loan programme continued to attract new users, broadening the ways in which the community engaged with library services.
- Variable speed signs would soon be installed outside schools. The Kickstart Motorcycle Event was scheduled to take place in Kaiapoi in September 2026. The AA would resume its cycle-light programme, providing lights to children for their bikes.
- An update was given on the Rangiora Town Hall Centenary Project. Images and stories were collected from the community for use in a pictorial display during a weekend of tours and performances.
- The Waimakariri Public Arts Trust was interviewing potential trustees to fill vacant positions. A sculpture was planned for MainPower Stadium, along with a sculpture recognising the life of Sir Howerd Kippenberger. The Trust was updating its website and considering additional projects, including the decoration of power boxes.
- The Rating Review Working Party had begun meeting to consider how rates were allocated across the district, with a focus on fairness and transparency.
- It was noted that Annual Plan submissions had been heard the previous week.
- The Kaiapoi RSA would be holding its AGM on Tuesday, 12 May at 6pm at the Kaiapoi Club.

- The member reported attending five ANZAC services, all of which had strong community turnouts.
- A report was provided on the Local Government Conference, including a visit to Parikōwhai, a facility featuring swimming pools, hydrosleds, and courts for basketball and circus training. It was noted that this Government infrastructure project had cost over \$330 million, in addition to land costs. Te Kaha had received \$300 million in taxpayer funding, also excluding land costs, and the Christchurch Convention Centre had been funded separately. Combined, these three earthquake-related projects had received over \$1.1 billion in taxpayer funding. Christchurch City Council was understood to have received approximately \$8 billion in total taxpayer funding for earthquake recovery. In comparison, Waimakariri District had received \$40.9 million for earthquake-related projects.

### **S Powell**

- Undertook a site visit to the Pegasus Community Centre to acknowledge progress on the building, noting that the roof had been installed. Since that visit, the windows had been fitted and the building was now fully enclosed, with electrical first-fix work underway.
- A second site visit had been made to the Rangiora After Hours Health Hub to show Health New Zealand managers the progress on the facility. The project remained on schedule for completion later in the year. It was noted that this would be an important facility for North Canterbury, reducing the need for residents to travel to Christchurch for after-hours healthcare.
- She chaired the Creative Communities Assessment Committee meeting to assess the first round of applications for 2026. The Creative Communities Scheme, delivered in partnership with the Waimakariri District Council, provided funding to support local artists and creative projects. Two funding rounds were held each year, and members were encouraged to promote the scheme within the community.
- Attended ANZAC services at Sefton, Pegasus (Dawn), and Kaiapoi (Dawn), noting that all services were moving and well attended.
- Attended the LGNZ Zone 5 and 6 (South Island) conference in Christchurch, which provided an opportunity to discuss issues, challenges, and successful initiatives with Councillors and Mayors from other regions.
- Attended a meeting with residents of Baynons Road and surrounding areas in Clarkville regarding concerns about the proposed gravel-truck route associated with the early works for the Woodend Bypass. Issues raised included truck speed, volume, noise, vibration, and safety, with residents expressing a preference for an alternative route. Gravel for the bypass would also be extracted from the Ashley/Rakahuri River. It was noted that a significant quantity of gravel was expected to be removed from this section of the Waimakariri River over time. Council was therefore establishing a Gravel Haulage Reference Group to consider long-term haulage options, including use of the existing road network and the potential development of a more permanent haulage route.
- Annual Plan hearings had been held the previous week, during which Council heard 24 submissions, including one from the Woodend-Sefton Community Board.
- An update was provided on the Environment Canterbury Greater Christchurch Public Transport Review. Feedback was being sought on improvements to Metro bus and ferry services, with public engagement and an online survey open from 13 May to 24 June 2026. Members were encouraged to promote participation in the consultation.
- She attended the Sefton Hall Committee meeting in April 2026, accompanied by a Greenspace staff member. They discussed with the Committee the next steps required to progress the proposal for a new hall in the Sefton Domain. It was noted that the existing hall, where the meeting was held, was community-owned, and that the intention was to construct a new hall within the domain to replace both the current facility and the Council-owned pavilion located there. It was outlined how Council could assist in advancing the process and advised that they were awaiting a response from the committee. It was hoped that the feedback would be positive and that the committee would be ready to work collaboratively with Council to move the project forward.

**T Bartle**

- Attended the Draft Annual Plan 2025/26 Pegasus community meeting, noting that there had been a good turnout.
- Attended the Parking and Traffic Bylaw 2026 hearing.
- It was noted that gravel extraction had commenced from the Waimakariri River and that several residents were unhappy with the associated impacts.
- Attended a meeting of the Waimakariri Health Advisory Group (WHAG).
- Attended an LGNZ Zoom session featuring Infometrics economist Brad Olsen, who spoke about the fuel crisis. Concerns were raised that the wider flow-on effects of rising fuel costs had not yet fully materialised.
- Attended four ANZAC ceremonies and noted that all were very well attended.
- Attended the LGNZ Conference and commented that LGNZ appeared to be back on track in representing the interests of councils, which was viewed positively.
- Annual Plan submission hearings were held, and it was noted that most submitters expressed support for the direction the Council was taking.
- Reported that Central Government had instructed councils to identify potential amalgamation partners within a three-month timeframe. He expressed concern that this period was insufficient for meaningful public consultation and did not align with democratic expectations.

**P Stone**

- Reported that Violet Spring North Canterbury was seeking donations for its upcoming fundraiser. A quiz-night event was scheduled for June, and the organisation had issued an appeal for contributions, with responses requested by Thursday, 21 May 2026.
- She attended the Oxford Health Services public meeting, which had been chaired by the Mayor. The meeting was well attended. It was noted that Health NZ was establishing a strategic working group focused on the future of health and public health services across the whole of North Canterbury, extending beyond the Oxford Hospital. Community members were invited to participate, and an email address had been provided for those wishing to join.

**J McLachlan**

- While attending a football game over the weekend, he was approached by a member of the public who asked a number of questions regarding the Sefton Hall project. He did not have all the information at hand but provided their contact details. No follow-up email had been received at the time of the meeting, and the member anticipated that further discussion may be required at a future meeting.
- He also attended the Pegasus Community Centre update meeting and noted that the project was progressing well, remaining on time and on budget. There had been considerable discussion regarding the mapping of early-use routes and whether a committee should be formed to oversee this work or whether the matter would be managed through another process.

**A Thompson**

- A Thompson advised that they had not submitted any items for the current meeting. He noted, however, that he intended to submit a report next month regarding the long-running and frustrating issue of Japanese honeysuckle growing along Waikuku Beach Road.

**11 CONSULTATION PROJECTS****11.1 Stock Movement Bylaw 2026**

<https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026>

Consultation closed on Thursday 21 May 2026.

**11.2 Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

The Board noted the consultation projects.

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

Balance as at 30 April 2026: \$6,856.

**12.2 General Landscaping Budget**

Balance as at 30 April 2026: \$0.

The Board noted the funding update.

**13 MEDIA ITEMS**

Nil.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**16 NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Monday 8 June 2026 in the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.05PM.

CONFIRMED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-03-09 / 260216027682

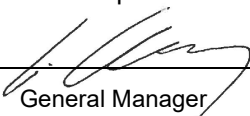
**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD

**DATE OF MEETING:** 8 June 2026

**AUTHOR(S):** Shane Binder, Senior Transportation Engineer  
Joanne McBride, Roothing and Transport Manager

**SUBJECT:** Request for “Keep Clear” Marking Outside No. 71 Main North Road

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. This report seeks approval to institute a “Keep Clear” marking on the roadside in front of no. 71 Main North Road.
- 1.2. The west side of Main North Road in the vicinity of no. 71 has historically been used for parking for the adjacent businesses in this location (previously Paws Veterinary Services). On-street parking along Main North Road is limited given it is presently State Highway 1.
- 1.3. In 2015, Council formalised two car parks for no. 71 for customer use in the roadside as part of Woodend Town Centre Improvements Project, justified by “existing use rights.”
- 1.4. There has been increased pressure for parking in the Woodend Town Centre area from adjacent retail, including the coffee shop next door at no. 65. This has resulted in overflow parking in front of no. 71, blocking the landowner’s access to their premises.
- 1.5. Staff have discussed access with the adjacent landowner and recommend limiting public parking over the two existing car parks in the roadside to enable the building owner to access both the loading dock and adjacent on-site parking bay (former mobility park).

**Attachments:**

- i. Memo from Ken Stevenson, “Parking for No. 71 Main North Road,” dated 15 March 2015 (TRIM No. 160315022321).

**2. RECOMMENDATION**

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

- (a) **Receives** Report No. 260216027682.
- (b) **Approves** a “Keep Clear” marking on the roadside in front of 71 Main North Road.
- (c) **Notes** that a “Keep Clear” marking would not be legally enforceable and would not be monitored by Council staff.
- (d) **Notes** it is expected in the future that upon completion of the NZTA Belfast to Pegasus project, Main North Road will have its state highway status revoked, and will then revert to Council control. At this time there may be changes to the Woodend Town Centre environs, including parking supply and roadside amenity.
- (e) **Circulates** this report to the Utilities and Roothing Committee for information.

### 3. **BACKGROUND**

- 3.1. The west side of Main North Road in the vicinity of no. 71 has historically been used for parking for the adjacent businesses in this location. On-street parking along Main North Road is limited given its present status as State Highway 1.
- 3.2. The premises at 71 Main North Road has limited on-site parking. See Figure 1 below.



*Figure 1: 71 Main North Road vicinity*

- 3.3. In 2015, Council agreed to formalise two car parks for no. 71 largely within the roadside as part of Woodend Town Centre improvements. These improvements also included a formed footpath and planting strip, such that access to the two car parks was parallel to Main North Road (as opposed to perpendicular access, which was the previous condition). The car parks were labelled on the pavement for the veterinary clinic use only.
- 3.4. Per a March 2015 memo from the previous Roding Manager, Roding staff worked with the adjacent business and Council planners to formalise the two parks for customer use, justified by existing use of the frontage.
- 3.5. More recently, the premises at no. 71 changed from the veterinary clinic with routine customer parking to a production facility for Woodend Bakery with business-related parking only. The bakery accesses the building on a semi-regular basis (throughout the day) for production needs. Access includes both by manoeuvring a trailer on site (into the former mobility park) and adjacent to the front-loading dock.

### 4. **ISSUES AND OPTIONS**

- 4.1. There has been increased pressure for parking in the Woodend Town Centre area from adjacent retail, including the coffee shop next door at no. 65. This has resulted in service requests relating to occasional vehicles being parked in front of no. 71, blocking full access to the adjacent premises.
- 4.2. Staff have discussed access and the roadside space with the adjacent landowner. Based on the timing and nature of access needs, limiting public parking over the two existing car parks in the roadside is recommended to enable access to both the loading dock and adjacent on-site parking bay (former mobility park).
- 4.3. The Woodend-Sefton Community Board has the following two options available to them:
- 4.4. Option One: Approve “Keep Clear” markings on the roadside outside 71 Main North Road

Under this option, the Community Board would approve the adjacent landowner marking out yellow “Keep Clear” hatching within the road reserve, across the two existing car parks as well as the access to the site’s garage.

This is the recommended option because it fully accommodates access to the adjacent premises and maintains the historic “use rights” while aiming to limit conflicts with public parking.

It is noted that should this option be approved, it would not be legally enforceable and there would not be active monitoring of the parking by Council staff. The property owner has been advised of this.

4.5. Option Two: Decline changes to the parking space on the roadside at 71 Main North Road

This option would see no changes to the parking area on the roadside. Full access to the building would continue to be constrained when vehicles are parked on within the roadside parking area.

This is not the recommended option as it does not retain the “existing use rights” granted during 2015 improvements along the roadside, and does not address access issues to the adjacent business premises.

It should be noted that, in the future upon completion of the NZTA Belfast to Pegasus project, Main North Road is expected to revert to Council control and there may be substantive changes to the Woodend Town Centre environs, including parking supply and roadside amenity. These changes may offer another opportunity to improve business access and parking within the town centre.

**Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Provision of appropriate parking controls for all road users helps provide safe access for residents and visitors to the district.

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.

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

The proposed actions outlined in this report are expected to have minimal impact on the wider community, and significant public interest is unlikely, as the changes being implemented are minor in nature.

The landowner at no. 71 has been consulted with in developing this proposal. However, consultation with other neighbours or the broader community has not been undertaken.

**6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

Installation of any additional markings at this location will be undertaken by the adjacent landowner at no cost to Council and to Council standards.

6.2. **Sustainability and Climate Change Impacts**

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

### 6.3. Risk Management

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

Parking demand in central Woodend is generated from a number of nearby sources and demand can exceed immediately adjacent available supply at times. There is a risk that parking demand from other locations that presently use this space will be displaced, causing friction with neighbouring businesses.

### 6.4. Health and Safety

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

Any approved markings will be carried out by an independent contractor but will be approved by Council staff for adherence to relevant standards.

## 7. CONTEXT

### 7.1. Consistency with Policy

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

### 7.2. Authorising Legislation

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

### 7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from the recommendations in this report. In particular, the following community outcomes are of relevance to the issue under discussion:

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

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

***Environmental: a place that values and restores our environment***

- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

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

- Enterprises are supported and enabled to succeed.
- Infrastructure and services are sustainable, resilient, and affordable.

### 7.4. Authorising Delegations

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Woodend-Sefton Community Board has the delegated authority to approve traffic control and constraint measures on streets within its ward area.

**WAIMAKARIRI DISTRICT COUNCIL****MEMO**

**FILE NO:** CON201561-02 / 160315022321  
**DATE:** 15<sup>th</sup> March 2015  
**MEMO TO:** Victoria Caseley, District Plan Manager  
Jamie Woods, Compliance Manager  
**FROM:** Ken Stevenson, Roading Manager  
**SUBJECT:** Parking for No. 71 Main North Road

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***Purpose:***

The purpose of this report is to update the District Plan Manager on the formalising of the customer car parks at 71 Main North Road, Woodend.

***Background:***

As part of the Woodend Town Centre improvements project, we are upgrading the footpath area on the western side of Main North Road, between School Road and Parsonage Road.

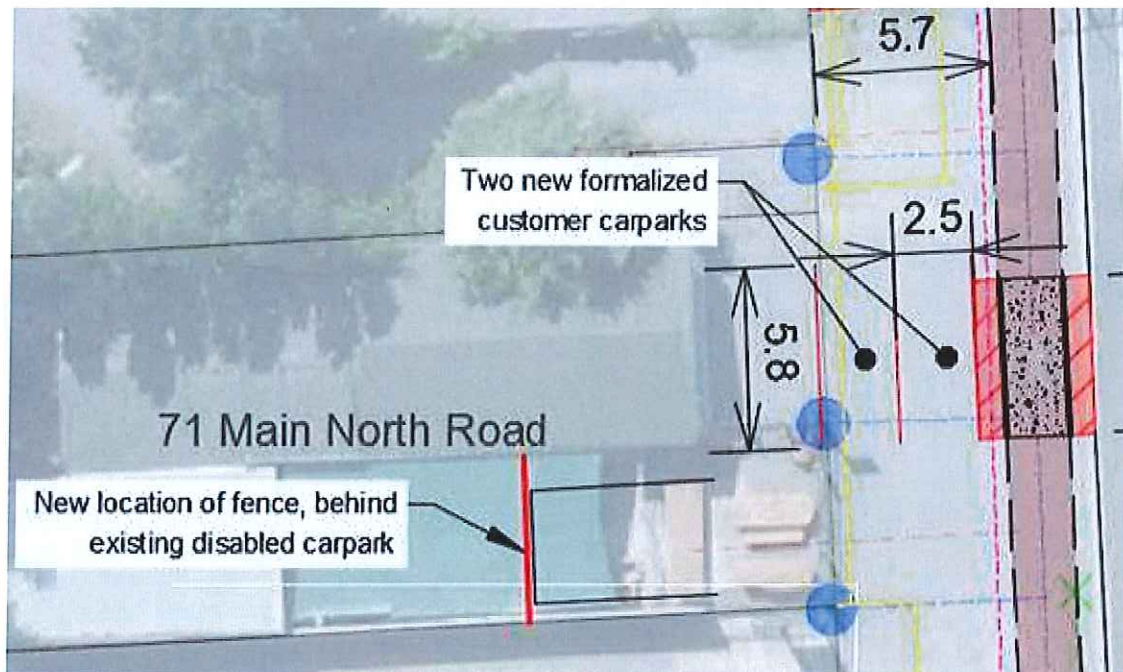
Currently the area behind the kerb is a large expanse of seal with hap hazard parking and no clear pedestrian zone. The aim of the Town Centre project is to create a clearly defined and attractive pedestrian area and to formalise the parking in front of businesses.

To ensure the success of this project we have been liaising with the business and property owners of No. 71 Main North Road (Nick Deane and Andrew Brian) in regards to their existing property frontage. The current property frontage acts as an informal parking area for customers to the business.

PDU staff have met and discussed formalising the customer parking with Nick Deane and Andrew Brian and they have both agreed that having the parking formalised will help improve safety for pedestrians as well as still providing good access for their clients. In the course of the discussions Nick and Andrew have also agreed to move their existing fence back to beside the building to create room for the new customer parks at the front of the building.

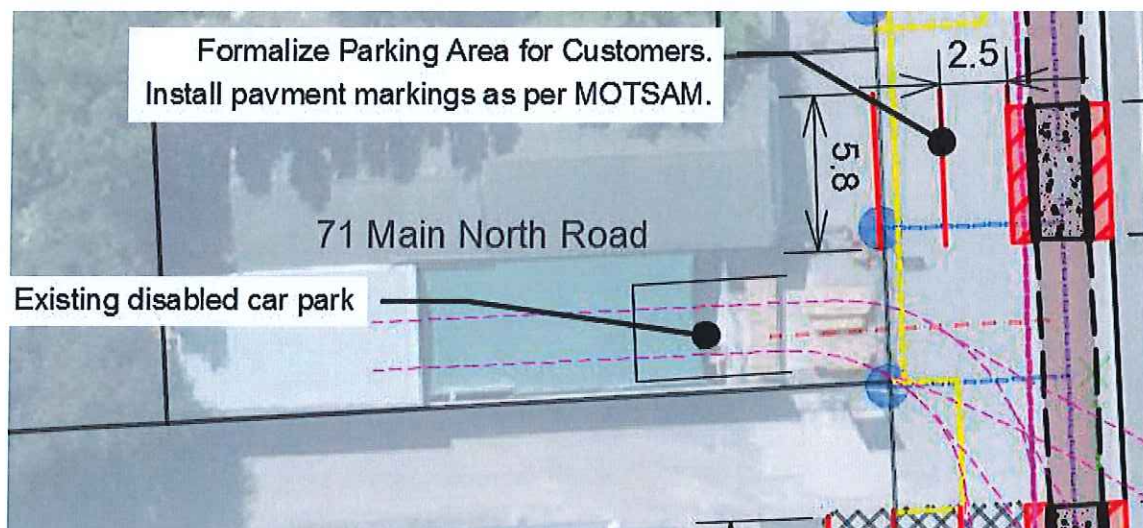
***Proposal:***

The proposed locations of the new parking does not meet the requirements of the District Plan in that the customer parks and vehicle manoeuvring space will be within the council road reserve, however this is considered an acceptable use of the space. The diagram below shows the proposed location of the two new formalised car parks.



The proposed location has been considered in conjunction with the new footpath design and the following points noted:

- The two new customer parks will be parallel to the front of the building and has the advantage that people can drive into them from either end of the car park.
- A strip of amenity planting will be installed either side of the new footpath to provide additional separation between the pedestrians and vehicles.
- The footpath will be raised in sections and will be painted red to clearly define the pedestrian area.
- The vehicle manoeuvring space of the existing and proposed new parking will not be within the new footpath area.
- Leaving the existing property frontage as an informal parking area will increase the risk to pedestrians as vehicles will continue to use this shared space in a “free-for-all” manner.
- The turning curve for the existing mobility car park fits in with the new design and does not track over the new footpath. See diagram below for the tracking curve from the mobility car park.



**Summary:**

As the business at 71 Main North Road has an existing use right for using the property frontage as an informal parking area, I consider that formalising this area into two new marked car parks will in fact improve safety for pedestrians.



Ken Stevenson  
**ROADING MANAGER**

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-03-09 / 251201228464


**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD

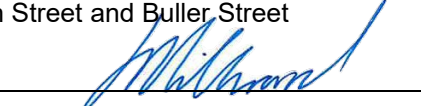
**DATE OF MEETING:** 08 June 2026

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

**SUBJECT:** Request to Approve Intersection Controls on Jelfs Road, Lilburne Street, Broad Road, McGifferts Road, Vaughan Street and Buller Street

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

  
 General Manager

  
 Chief Executive

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**1. SUMMARY**

- 1.1. This report seeks approval from the Woodend-Sefton Community Board to install the following intersection controls:
- 1.1.1. Give-way control on Jelfs Road at Woodend Beach Road
  - 1.1.2. Stop control on Lilburne Street at Lorimer Street
  - 1.1.3. Stop control on Broad Road (both approaches) at Upper Sefton Road
  - 1.1.4. Stop control on McGifferts Road at Upper Sefton Road
  - 1.1.5. Stop control on Vaughan Street and Buller Street at Cross Street
- 1.2. While a Give Way control is normally the default under the NZTA Traffic Control Devices Manual, stop control is recommended where safety constraints require a higher level of control. Stop control is considered necessary where:
- There is not sufficient visibility, such as at the Lilburne Street / Lorimer Street and Vaughan Street / Buller Street / Cross Street intersections.
  - Consistency is required next to a high risk rail crossing, such as at the Broad Road / Upper Sefton Road intersection adjacent to the railway line.
  - Staff have identified safety issues, such as at the McGifferts Road / Upper Sefton Road intersection where no existing traffic control is present.
- 1.3. A review of Jelfs Road at Woodend Beach Road intersection was undertaken following a service request related to the lack of formal priority control. A Give Way control is proposed as there is sufficient visibility for this type of intersection control.
- 1.4. A review of Lilburne Street and Lorimer Street was undertaken following concerns regarding restricted sightlines for vehicles approaching from Lilburne Street. Staff confirmed this lack of visibility and identified it is primarily caused by existing fences and structures within private property.
- 1.5. A review of the Broad Road and Upper Sefton Road intersection was undertaken following routine audits and a KiwiRail Level Crossing Safety Impact Assessment. A lack of consistent controls was identified between the level crossing and the adjacent intersection, which increases the likelihood of drivers complying with the Give Way control but overlooking the required railway Stop control.

- 1.6. A review of the McGifferts Road and Upper Sefton Road intersection was also undertaken as part of the district-wide road network audit. It was identified by staff that the McGifferts Road approach currently operates without any form of traffic control, increasing the likelihood of a crash.
- 1.7. A review of the Vaughan Street and Buller Street at Cross Street intersection was undertaken following a service request related to restricted sightlines for vehicles approaching from Vaughan Street. Staff confirmed this lack of visibility and identified it is primarily caused by vegetation within private property.
- 1.8. As a result of the above assessments, these intersection controls are recommended by staff for implementation.

## 2. **RECOMMENDATION**

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

- (a) **Receives** Report No. 251201228464.
- (b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

| Item | Road to be Controlled | Road to Remain Uncontrolled | Type of Control to be Imposed | Type of Control to be Revoked |
|------|-----------------------|-----------------------------|-------------------------------|-------------------------------|
| 1    | Jelfs Road            | Woodend Beach Road          | Give Way                      | none                          |
| 2    | Lilburne Street       | Lorimer Street              | Stop                          | Give Way                      |
| 3    | Broad Road            | Upper Sefton Road           | Stop                          | Give Way                      |
| 4    | McGifferts Road       | Upper Sefton Road           | Stop                          | none                          |
| 5    | Vaughan Street        | Cross Street                | Stop                          | none                          |
| 6    | Buller Street         | Cross Street                | Stop                          | none                          |

- (c) **Circulates** this report to the Utilities and Roading Committee for information.

## 3. **BACKGROUND**

- 3.1. Jelfs Road is a rural Local Road with an ADT of 97 and an operating (85<sup>th</sup> percentile) speed of 44 km/h. It has an uncontrolled tee-intersection with Woodend Beach Road, a rural Collector Road with an ADT of 1199 and an operating (85<sup>th</sup> percentile) speed of 80 km/h. The Jill Creamer Trail crosses Jelfs Road parallel to and immediately south of Woodend Beach Road. Trail users have to give way to motorists on Jelfs Road.
- 3.2. Lilburne Street is a low volume urban Local Road with a posted speed limit of 50 km/h. It has a give-way controlled tee-intersection with Lorimer Street, an urban Local Road with a posted speed limit of 50 km/h.
- 3.3. Broad Road is a rural Local Road with an ADT of 525 and an operating (85<sup>th</sup> percentile) speed of 88 km/h. It has a give-way controlled crossroads intersection with Upper Sefton Road, a rural Strategic Road with an ADT of 2,810 and an operating (85<sup>th</sup> percentile) speed of 103 km/h. Kiwirail's Main North Line crosses the south approach of Broad Road parallel to Upper Sefton Road; the level crossing is presently stop controlled.
- 3.4. McGifferts Road is a rural Local Road with an ADT of 38 and an operating (85<sup>th</sup> percentile) speed of 71 km/h. It has an uncontrolled tee-intersection with Upper Sefton Road, a rural Strategic Road with an ADT of 3,794 and an operating (85<sup>th</sup> percentile) speed of 101 km/h. Kiwirail's Main North Line crosses McGifferts Road parallel to and immediately south of Upper Sefton Road; the level crossing is presently stop controlled.

- 3.5. Vaughan Street is a low volume village Local Road with an ADT of 22 and an operating (85<sup>th</sup> percentile) speed of 34 km/h, and Buller Street is another low volume village Local Road with an ADT of 54 and an operating (85<sup>th</sup> percentile) speed of 44 km/h. Both these roads make an uncontrolled crossroad intersection with Cross Road, a village Local Road with an ADT of 84 and an operating (85<sup>th</sup> percentile) speed of 58 km/h.

#### 4. ISSUES AND OPTIONS

- 4.1. Per the *Traffic Control Devices Manual Part 4*, give-way control is recommended as the default intersection control under normal operating circumstances.
- 4.2. Per the *Manual's* Section 4.1.2, stop control should be implemented at intersections "where at a point 9 m from the limit line on a controlled approach to the intersection a lack of visibility means that, at an approach speed of more than 10 km/h, a driver could not see a vehicle on an uncontrolled approach at a distance (in metres) of 1.2 times the numeric value of the speed (in km/h) exceeded by 15% of vehicles approaching on the main road."
- 4.3. Per the Waka Kotahi *Guidelines for the implementation of traffic control at crossroads* (RTS 1), the use of different controls (e.g., stop control, give-way control) on opposite approaches of a crossroads should be avoided to minimise driver confusion. It is therefore considered best practice to have the same traffic control on both side streets unless other safety considerations take higher priority.

##### Jelfs Road / Woodend Beach Road

- 4.4. A service request was lodged regarding visibility at the intersection of Jelfs Road and Woodend Beach Road. Staff have compiled available traffic data and undertaken site visit observations to evaluate intersection visibility.
- 4.5. Observations confirmed that traffic approaching from Jelfs Road have sufficient visibility of oncoming traffic on Woodend Beach Road and do not meet the *Manual* requirements for a Stop control.



Figure 1: Jelfs Road / Woodend Beach Road intersection with restricted visibility

- 4.6. The intersection presently has no marked traffic controls, so is governed by the Road User Rule's "T-intersection" rule in Clause 4.2. In order to minimise driver confusion at the intersection, it is recommended to implement a formal Give Way control on Jelfs Road.

Lilburne Street / Lorimer Street

- 4.7. Staff observed visibility limitations at the Lilburne Street / Lorimer Street intersection, due to private fencing and vegetation on public property. It was confirmed that the traffic approaching from Lilburne Street has restricted visibility of vehicles travelling along Lorimer Street. The available sight distance at this intersection does not meet the minimum requirements for a Give Way controlled approach as outlined in the *Manual*.



Figure 2: Lilburne Street / Lorimer Street intersection with restricted visibility.

- 4.8. Removal of fences and vegetation within private property is not considered a viable option, and therefore to improve safety at this location, it is recommended that the Give Way control on Lilburne Street be replaced with Stop control.



Figure 3: Sightlines as per TCD Manual at Lilburne Street / Lorimer Street intersection.

- 4.9. Routine audits of the roading network and Kiwirail level crossings raised concerns around a lack of consistent controls between the level crossings and closely spaced adjacent intersections at Broad Road / Upper Sefton Road and McGifferts Road / Upper Sefton Road.

Broad Road / McGifferts Road / Upper Sefton Road

- 4.10. The Level Crossing Safety Impact Assessment by Kiwirail on Broad Road noted the risk of motorists on Broad Road adhering to the give-way control at the intersection and ignoring the stop control at the level crossing, risking a crash with an approaching train. The district-wide road network audit identified that the McGifferts Road approach to Upper Sefton Road operates without any form of traffic control, increasing the likelihood of a crash occurring at the intersection.



*Figure 4: Broad Road / Upper Sefton Road intersection*



*Figure 5: McGifferts Road / Upper Sefton Road*

- 4.11. To address the safety risks and maintain consistency, it is recommended that Stop controls be implemented on both Broad Road approaches to Upper Sefton Road. The close spacing between the Broad Road intersection and the adjacent level crossing increases the likelihood of drivers complying with the Give Way but overlooking the required railway Stop control.
- 4.12. To improve safety and ensure consistency with nearby intersections and level-crossing controls, it is recommended that a Stop control be implemented at the McGifferts Road approach to Upper Sefton Road. This will maintain consistent controls at both conflict points.

Vaughan Street / Buller Street / Cross Street

- 4.13. A service request was lodged regarding visibility at the intersection of Vaughan Street and Buller Street at Cross Street. Staff have compiled available traffic data and undertaken site visit observations to evaluate intersection visibility.
- 4.14. Observations confirmed that traffic approaching from Vaughan Street have restricted visibility of oncoming traffic on Cross Road and sight distances do not meet the *Manual* requirements for a Stop control.



Figure 6: Vaughan Street / Cross Street intersection with restricted visibility.

- 4.15. The intersection presently has no marked traffic controls and removal of fences and vegetation within private property is not considered a viable option. Therefore, to improve safety at this location and to maintain consistent traffic control arrangements on the minor approaches, it is recommended to implement Stop control and the necessary pavement markings on Vaughan Street and Buller Street.



Figure 7: Sightlines as per TCD Manual at Vaughan Street / Buller Street / Cross Street intersection.

- 4.16. The Woodend-Sefton Community Board has the following options available to them:
- 4.17. Option One: Approve installation of intersection controls at the following locations
- 4.17.1. Give Way control on Jelfs Road at Woodend Beach Road
- 4.17.2. Stop control on Lilburne Street at Lorimer Street
- 4.17.3. Stop control on Broad Road at Upper Sefton Road
- 4.17.4. Stop control on McGifferts Road at Upper Sefton Road

#### 4.17.5. Stop control on Vaughan Street and Buller Street at Cross Street

This option involves Woodend-Sefton Community Board approving the installation of Stop controls, consisting of signs and road markings, on all the above locations.

This is the recommended option because it allows for:

- Improved safety by ensuring vehicles come to a complete stop where sight distance does not meet Give Way thresholds and where rail-interface risks exist.
- Reduced risk of collisions through clearer priority and improved driver compliance, particularly at locations adjacent to level crossings.

#### 4.18. Option Two: Approve a partial installation of Stop controls

This option involves the Woodend-Sefton Community Board approving the installation of controls at some but not all of the intersections.

This is not the recommended option as it does not address identified visibility, control consistency, and rail-interface concerns across all approaches, which could still pose safety risks and perpetuate driver confusion.

#### 4.19. Option Three: Decline approval of any new intersection controls (retain status quo)

This option would see the current intersection controls (or lack thereof) retained.

This is not the recommended option because retaining the status quo does not address safety concerns at the four intersections.

#### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Setting appropriate intersection controls helps reduce the risk of harm from a crash.

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

## **5. COMMUNITY VIEWS**

### 5.1. **Mana whenua**

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

### 5.2. **Groups and Organisations**

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

### 5.3. **Wider Community**

The proposed actions outlined in this report are expected to have minimal impact on the wider community, and significant public interest is unlikely, as the changes being implemented are minor in nature. Consequently, public consultation with adjacent residents or the broader community has not been undertaken.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. There are minimal costs associated with installing intersection control, chiefly new signs and limit line pavement marking.

The costs are estimated to be \$4,600 and can be accommodated within the Road Maintenance budgets (Signs Renewal PJ 100183.000.5134 & Pavement Marking GL 10.270.582.2500).

This budget is included in the Annual Plan/Long Term Plan.

#### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts as the effects of intersection control are quite localised.

#### 6.3. **Risk Management**

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

#### 6.4. **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Failure to provide appropriate intersection controls can increase the risk of harm to motorists.

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

### 7. **CONTEXT**

#### 7.1. **Consistency with Policy**

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

#### 7.2. **Authorising Legislation**

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

#### 7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from the recommendations in this report. In particular, the following community outcomes are of relevance to the issue under discussion:

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

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

***Environmental: a place that values and restores our environment***

- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

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

- Enterprises are supported and enabled to succeed.
- Infrastructure and services are sustainable, resilient, and affordable.

#### 7.4. **Authorising Delegations**

As per Part 3 of the WDC *Delegations Manual*, the Community Board has the delegated authority to approve control signs on streets (e.g., stop, give way, etc.).

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-08-09-01 / 260508111832

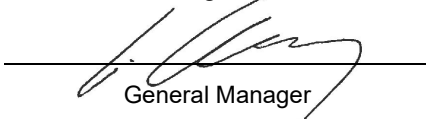

**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD

**DATE OF MEETING:** 8 June 2026

**AUTHOR(S):** Kieran Straw – Civil Projects Team Leader  
Joanne McBride – Roading and Transportation Manager

**SUBJECT:** Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-Year Programme

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

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**1. SUMMARY**

- 1.1. This report seeks endorsement from the Community Board of the proposed 2026/27 Roading Capital Works Programme and notes the indicative three-year programme from 2027/28 to 2029/30.
- 1.2. The Roading Capital Works Programme being considered are the categories where a general allocation is provided for in the Council's Long Term Plan (LTP), where community input is beneficial to achieving the required outcomes.
- 1.3. Renewal programmes are determined following a condition assessment of assets which have reached the end of life and are due for replacement, or where infrastructure is failing to provide an adequate level of service. While part of the prioritisation process considers asset life other factors including co-ordination with other projects, asset owners, road hierarchy, high demand areas (e.g., schools or town centre areas) are also considered.
- 1.4. All major improvement projects which are specifically listed in the Long Term Plan (LTP) are not considered within this report, as these have separate funding allocated and are consulted on through the LTP process.
- 1.5. Minor safety improvements, the new footpath programme and public transport infrastructure are also included in the proposed programme.

**Attachments:**

- i. Proposed Roading Capital Works Programme 2026/27 (including draft 3-year programme) – Trim No. 260508111836

**2. RECOMMENDATION**

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

- (a) **Receives** Report No. 260508111821.
- (b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).
- (c) **Endorses** the inductive Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 years.

- (d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report which is proposed to be taken to the Utilities and Roothing Committee in July 2026 for approval.

### 3. **BACKGROUND**

- 3.1 The Roothing programmes being considered are for those categories where a general allocation only is provided in the Council's Long Term Plan (LTP). These categories have some flexibility and as such community input is beneficial to achieving the required outcomes.
- 3.2 Major Roothing Improvement projects are not included in this report as they are specifically listed in the LTP and consulted on through the LTP.
- 3.3 Categories considered within this programme are:
- Kerb and Channel Renewal
  - Footpath Renewal
  - Minor Safety Improvements
  - New Footpath Programme
  - Public Transport Infrastructure (New bus shelters & seats)
- 3.4 Other general categories such as road rehabilitation, road resealing, unsealed road re-metalling, signs renewal and street light renewal are not included as these programmes are developed purely on technical grounds and for asset condition reasons.
- 3.5 Feedback on the proposed programme will be taken with the report and provided in a report to the Utilities and Roothing Committee in July for decision.
- 3.6 The rooding network is managed as a total network across the whole district and as such projects are prioritised district wide. Also, as the majority of expenditure on the network is subsidised by New Zealand Transport Agency, their requirements must be met to secure co-funding. Asset condition and safety are the key drivers for the programme and the aim is to minimise lifecycle costs.
- 3.7 Projects are identified in terms of the Roothing Activity Management Plan and are being done to ensure the levels of service identified in the LTP are met. Asset renewal projects are identified and programmed based on asset condition to ensure that lifecycle costs, and hence the cost to the community, are minimised.
- 3.8 In developing the programmes, a range of factors are taken into account. Asset condition is the main driver for renewal projects, however other key factors are community feedback, and the coordination of the work with other programmes (such as water main renewal, drainage improvements and Utility Provider undergrounding) especially when deciding which year, a particular project should be done. As asset deterioration is gradual there is some flexibility to bring forward or delay specific projects where required.
- 3.9 Inputs used to develop the programmes are condition rating and inspections, AWM (formerly RAMM) reports, reports from the maintenance contractor, crash records, network safety inspections, reviews of maintenance costs, feedback from the public via service requests etc. All identified deficiencies are entered into a database, reviewed and then prioritised to fit within budget levels and to ensure they address a defined level of service issue.
- 3.10 Utility Providers (external), the Water Services Team, the Waimakariri Water Services Unit and the Greenspaces Teams are consulted to minimise the risk of conflicts with their programmes and to identify where there may be possible synergies in the programmes and work can be coordinated.

### 3.11 Condition Assessment

To better understand the condition of the kerb and channel and footpath assets a condition rating is carried out every three years on these assets. The most recent rating was completed in 2025.

### 3.12 Kerb and Channel Replacement

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

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

Condition of the existing kerb & channel within the Woodend-Sefton ward is generally in good, and therefore there is no planned renewals within the proposed programme for the Woodend-Sefton ward.

### 3.13 Footpath Renewals

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

As mentioned above all footpaths were condition rated in 2025. From this rating the worst condition streets were identified and inspected. Following that inspection, staff take into account any community feedback and other programmes (including the previous approved programme), and from there the draft renewal programme is developed.

The footpath renewal programme is coordinated with the kerb and channel programme to ensure the end of the footpath life coincides with the end of the kerb and channel life wherever possible, so replacement can be done at the same time. This offers more options to design a comprehensive street upgrade when the renewal takes place. Where there is a grass berm between the kerb & channel and the path, and the path is in good condition or better, the footpath may be retained.

Condition of the existing footpaths within the Woodend-Sefton ward area is generally good, however one section of Main North Road (SH1) has been identified, and is programmed to be completed in conjunction with a planned stormwater project.

### 3.14 Minor Safety Improvements Programme

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

This programme focuses on lower cost, high benefit safety improvements and has some flexibility with the opportunity to carry out a range of safety related improvement works. The proposed programme includes a number of safety issues and concerns that have been raised through various avenues and feedback from the Community Board(s) is an important input in confirming this programme.

There is a number of projects identified within the Woodend-Sefton ward area included within the proposed programme.

### 3.15 New Footpath Programme

This programme considers and prioritises new footpaths in urban areas where there currently are none. A programme has been developed and this was approved by Utilities and Roading Committee in March 2026.

The proposed programme within this report is based on the previously approved programme, and includes the Chinnerys Road footpath which is proposed to be a low-cost unsealed footpath due to the high likelihood of further development along Chinnery Road resulting in full urbanisation in the foreseeable future.

### 3.16 Public Transport Infrastructure

New passenger transport infrastructure primarily focuses on the installation of new seating, and bus shelters at bus stop locations, with the list being developed based on ECan boarding numbers, with higher use stops siting higher in the programme. Some flexibility is exercised where stops are near retirement villages, or where a large number of service requests are received.

The proposed programme includes four bus shelters for the indicative programme for the Woodend-Sefton ward area.

## 4. ISSUES AND OPTIONS

4.1. The draft programme is presented to the Community Board and feedback will be recorded, and consideration will be given as to whether it can be incorporated into the programme, where possible. All feedback will be included within the report to the Utilities and Roading Committee when they consider approval of the programme in July 2026.

4.2. The indicative three-year programme for the following three years is more flexible and is reviewed annually to allow consideration of programme delays, any emerging issues and to provide an opportunity to make changes to this programme.

4.3. The following options are available to the Community Board:

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

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

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

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

This is not the recommended option as the programme of works and has been developed from condition rating information, service requests and Community feedback, and as such represents the greatest needs within the District.

Staff have also undertaken steps to confirm that this programme does not clash with other Council programmes, or known service provider works.

4.4. Implications for Community Wellbeing

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

The programmes contribute directly to public transport, walking projects, safety improvements and meeting levels of service, all of which have a positive impact of the Community.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report.

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

### 5.2. **Groups and Organisations**

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

### 5.3. **Wider Community**

The wider community is likely to benefit from these safety improvements, improved infrastructure, and installation of shelters. Improved safety reduces the risk of harm to the public. Safety, Public transport and renewal of infrastructure supports the whole community.

Renewal of infrastructure results in meeting required levels of service for the community and reduces the risk of failure which could put the Community at risk. Providing shelter at bus stops increases the appeal of catching the bus and reduces congestion for other road users.

Staff will communicate impacts with directly affected residents as required.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. Programmes are set to meet budget allocations for each category.

This budget is included in the Long Term Plan.

### 6.2. **Sustainability and Climate Change Impacts**

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

Providing good quality assets such as footpaths encourages alternate modes such as walking. Increased Public Transport use has the impact of reducing carbon emissions.

### 6.3. **Risk Management**

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

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

### 6.4. **Health and Safety**

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

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

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

The Land Transport Act is relevant to this matter.

### 7.3. **Consistency with Community Outcomes**

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

#### **Social**

A place where everyone can have a sense of belonging...

- *Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.*
- *Our community has equitable access to the essential infrastructure and services required to support community wellbeing.*

#### **Environmental**

...that values and restores our environment...

- *Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.*
- *Our district transitions towards a reduced carbon and waste district.*
- *The natural and built environment in which people live is clean, healthy and safe.*
- *Our communities are able to access and enjoy natural areas and public spaces.*

#### **Economic**

...and is supported by a resilient and innovative economy.

- *Infrastructure and services are sustainable, resilient, and affordable.*

### 7.4. **Authorising Delegations**

The Community Board has delegation to represent and acting as an advocate for the interests of its community.

The Utilities & Roading Committee is responsible for Roading and Transportation activities (including road safety, multimodal transportation and traffic control) and has authority to approve work programmes for works that the Council has budgeted a general level of expenditure for.

| <b>Proposed Roding Capital Works Programme for Community Boards - 2025/26 and three indicative years</b> |             |             |                        |                             |                             |                             |
|--|-------------|-------------|------------------------|-----------------------------|-----------------------------|-----------------------------|
|  |             |             | <b>26/27</b>           | <b>27/28</b>                | <b>28/29</b>                | <b>29/30</b>                |
|  | <b>Side</b> | <b>Town</b> | <b>DRAFT Programme</b> | <b>Indicative Programme</b> | <b>Indicative Programme</b> | <b>Indicative Programme</b> |
| <b>Kerb and Channel Renewal</b>  |             |             |                        |                             |                             |                             |
| Professional Fees  |             |             | \$ 85,000              | \$ 90,000                   | \$ 90,000                   | \$ 90,000                   |
| Thorne Pl (Ivory St - end) - with footpath   | South       | Rangiora    | \$ 30,000              | -                           | -                           | -                           |
| White St (Palmer St - opposite Wiltshire Pl) - with footpath   | East        | Rangiora    | \$ 120,000             | -                           | -                           | -                           |
| White St (Johns Rd - Palmer St) - with footpath  | East        | Rangiora    | \$ 40,000              | -                           | -                           | -                           |
| Johns Rd (Green St - Bush St) - with footpath  | South       | Rangiora    | \$ 120,000             | -                           | -                           | -                           |
| Johns Rd (Bush St - King St) - with footpath   | South       | Rangiora    | \$ 60,000              | -                           | -                           | -                           |
| Gray Crescent (Kalmia Pl to Kanuka Pl) - with footpath   | North       | Kaiapoi     | \$ 35,000              | -                           | -                           | -                           |
| Kanuka Pl (Gray Cres to No. 4) - with footpath   | West        | Kaiapoi     | \$ 15,000              | -                           | -                           | -                           |
| Akaroa Street (Ashley Place - No. 76)  | East        | Kaiapoi     | \$ 55,000              | -                           | -                           | -                           |
| Akaroa Street (Ashley Pl - Alpine Ln) - with footpath  | West        | Kaiapoi     | \$ 35,000              | -                           | -                           | -                           |
| Ashley Street (Jennings to Duke)   | West        | Rangiora    | -                      | \$ 200,000                  | -                           | -                           |
| Bush St (South Belt - Bush St Reserve)   | West        | Rangiora    | -                      | \$ 125,000                  | -                           | -                           |
| Aquila St (East Belt to end) - with footpath   | North       | Rangiora    | -                      | \$ 30,000                   | -                           | -                           |
| Kinley St (Seddon St to end) - with footpath   | East        | Rangiora    | -                      | \$ 130,000                  | -                           | -                           |
| Earnley Street (Ayres to Church) - with footpath   | North       | Rangiora    | -                      | -                           | \$ 40,000                   | -                           |
| Denchs Rd (Southbrook Rd - New Life School)- with footpath   | North       | Rangiora    | -                      | -                           | \$ 50,000                   | -                           |
| Kingsbury Ave (Windsor Crt - Regent Ave) - V Channel   | South       | Rangiora    | -                      | -                           | \$ 50,000                   | -                           |
| Hills Street (Carew St to No. 15) - with footpath  | West        | Kaiapoi     | -                      | -                           | \$ 40,000                   | -                           |
| Williams Street (Walkway to McIntosh Pl to Blueskies) - with footpath                                    | East        | Kaiapoi     | -                      | -                           | \$ 55,000                   | -                           |
| Otaki St (Ohoka Rd - Broom St / no. 21) - with footpath  | West        | Kaiapoi     | -                      | -                           | \$ 135,000                  | -                           |
| Otaki St (Ohoka Rd - Broom St / no. 21) - with footpath  | East        | Kaiapoi     | -                      | -                           | \$ 70,000                   | -                           |
| Southbrook Road (No. 66 - Denches) with footpath   | East        | Rangiora    | -                      | -                           | \$ 45,000                   | -                           |
| Cridland Street (Tunas to Bridge) - with footpath  | North       | Kaiapoi     | -                      | -                           | -                           | \$ 115,000                  |
| Bridge Street (Cridland to No. 3) - with Cridland St & footpath  | West        | Kaiapoi     | -                      | -                           | -                           | \$ 10,000                   |
| Cridland Street (Tunas to Bridge) - with footpath  | South       | Kaiapoi     | -                      | -                           | -                           | \$ 110,000                  |
| Northbrook Road (Victoria to Newnham Street) - with Footpath & watermain                                 | South       | Rangiora    | -                      | -                           | -                           | \$ 75,000                   |
| Northbrook Road (Newnham Street to Railway Line) - with Footpath & watermain                             | South       | Rangiora    | -                      | -                           | -                           | \$ 25,000                   |
| Ashgrove Street (No. 18 to Seddon St) - with footpath  | East        | Rangiora    | -                      | -                           | -                           | \$ 140,000                  |
| Other Commitments  |             |             | \$ 45,000              | \$ 45,000                   | \$ 45,000                   | \$ 45,000                   |
| To be Allocated  |             |             | \$ 38,243              | \$ 38,571                   | \$ 45,156                   | \$ 55,156                   |
| <b>Value of Work Programmed</b>  |             |             | \$ 640,000             | \$ 620,000                  | \$ 620,000                  | \$ 610,000                  |
| <b>Total Available Budget (including fees)</b>   |             |             | <b>\$ 678,243</b>      | <b>\$ 658,571</b>           | <b>\$ 665,156</b>           | <b>\$ 665,156</b>           |

|   |       |          | 26/27           | 27/28                | 28/29                | 29/30                |
|---|-------|----------|-----------------|----------------------|----------------------|----------------------|
|   | Side  | Town     | DRAFT Programme | Indicative Programme | Indicative Programme | Indicative Programme |
| <b>Footpath Renewal</b>                                     |       |          | 26/27           | 27/28                | 28/29                | 29/30                |
| Professional Fees   |       |          | \$ 40,000       | \$ 40,000            | \$ 40,000            | \$ 40,000            |
| Thorne Pl (Ivory St - end) - with kerb & channel            | South | Rangiora | \$ 15,000       | -                    | -                    | -                    |
| White St (Johns to Palmers) - with kerb & channel           | East  | Rangiora | \$ 20,000       | -                    | -                    | -                    |
| White St (Palmer to opp Wiltshire ) - with kerb and channel | East  | Rangiora | \$ 40,000       | -                    | -                    | -                    |
| Johns Rd (Green St - Bush St) - with kerb & channel         | South | Rangiora | \$ 40,000       | -                    | -                    | -                    |
| Johns Rd (Bush St - King St) - with kerb and channel        | South | Rangiora | \$ 30,000       | -                    | -                    | -                    |
| Akaroa Street (Ashley Pl - Alpine) - with kerb & channel    | West  | Kaiapoi  | \$ 30,000       | -                    | -                    | -                    |
| Akaroa Street (Ashley Pl - No. 76) - with kerb & channel    | East  | Kaiapoi  | \$ 30,000       | -                    | -                    | -                    |
| Gray Crescent (Kalmia Place to Kanuka Place)                | North | Kaiapoi  | \$ 15,000       | -                    | -                    | -                    |
| Kanuka Place (Gray Cres - end) - with K&C                   | West  | Kaiapoi  | \$ 12,500       | -                    | -                    | -                    |
| Kanuka Place (Gray Cres - end)                              | East  | Kaiapoi  | \$ 12,500       | -                    | -                    | -                    |
| Princess Pl (Smith St - end) - with water renewal           | East  | Kaiapoi  | \$ 45,000       | -                    | -                    | -                    |
| Main North Rd (SH1) (Rangiora Woodend Rd to School)         | West  | Woodend  | \$ 65,000       | -                    | -                    | -                    |
| Fuller St (Peraki St - No. 65)                              | South | Kaiapoi  | -               | \$ 75,000            | -                    | -                    |
| Grove Pl ( walkway)   | East  | Rangiora | -               | \$ 10,000            | -                    | -                    |
| Grove Pl ( Kingsbury to End)                                | East  | Rangiora | -               | \$ 15,000            | -                    | -                    |
| Upper Sefton Rd (no. 537- Railway St)                       | North | Sefton   | -               | \$ 30,000            | -                    | -                    |
| Buckley Rd (No. 11 - No. Highfield Lane)                    | West  | Rangiora | -               | \$ 30,000            | -                    | -                    |

|  |       |          | 26/27           | 27/28                | 28/29                | 29/30                |
|--|-------|----------|-----------------|----------------------|----------------------|----------------------|
|  | Side  | Town     | DRAFT Programme | Indicative Programme | Indicative Programme | Indicative Programme |
| Tyler St (Durhan to Good)  | South | Rangiora | -               | \$ 35,000            | -                    | -                    |
| Strachan Pl (Bush St to No. 24)  | West  | Rangiora | -               | \$ 40,000            | -                    | -                    |
| Aquila St (East Belt to end) - with K&C  | North | Rangiora | -               | \$ 20,000            | -                    | -                    |
| Hewitts Rd (Appleton Pl - No. 27/29)   | South | Woodend  | -               | \$ 25,000            | -                    | -                    |
| Hewitts Rd (Woodglenn Dr - Appleton Pl)  | South | Woodend  | -               | \$ 30,000            | -                    | -                    |
| Burt St (Albert - Ashley)  | Both  | Rangiora | -               | \$ 20,000            | -                    | -                    |
| Blackett Street (Durham St to Good St)   | North | Rangiora | -               | \$ 30,000            | -                    | -                    |
| Douglas Street (Palmer St to end)  | West  | Rangiora | -               | \$ 35,000            | -                    | -                    |
| Buckleys Rd (Highfield Lane - No. 63)  | West  | Rangiora | -               | \$ 35,000            | -                    | -                    |
| Whitefield Street (Ohoka Rd to end)  | West  | Kaiapoi  | -               | \$ 120,000           | -                    | -                    |
| Kinley St (Seddon St to end)   | East  | Rangiora | -               | \$ 35,000            | -                    | -                    |
| Earnley Street (Ayres St to Church St) - with K&C                                    | North | Rangiora | -               | -                    | \$ 20,000            | -                    |
| Whitefield Street (Epworth to end)   | East  | Kaiapoi  | -               | -                    | \$ 15,000            | -                    |
| Whitefield Street (Epworth to Aldersgate)  | East  | Kaiapoi  | -               | -                    | \$ 90,000            | -                    |
| Martyn Street (No. 44 to Charles Street)   | East  | Rangiora | -               | -                    | \$ 30,000            | -                    |
| Albert Street (High St to Blackett St)   | East  | Rangiora | -               | -                    | \$ 35,000            | -                    |
| Denchs Rd (Southbrook Rd - New Life School) (Opp. Marshall Rd) - with kerb & channel | North | Rangiora | -               | -                    | \$ 25,000            | -                    |
| Hills Street (Carew St to No. 15) - with K&C   | West  | Kaiapoi  | -               | -                    | \$ 12,000            | -                    |
| Williams Street (No. 2 to Blueskies) - with K&C                                      | East  | Kaiapoi  | -               | -                    | \$ 10,000            | -                    |
| Otaki St (Ohoka Rd to Broom St / no. 21) - with kerb & channel                       | West  | Kaiapoi  | -               | -                    | \$ 40,000            | -                    |
| Otaki St (Ohoka Rd to Broom St / no. 21) - with kerb & channel                       | East  | Kaiapoi  | -               | -                    | \$ 35,000            | -                    |
| Wallace Place (Good Street to end)   | North | Rangiora | -               | -                    | \$ 25,000            | -                    |
| Wallace Place (Good Street to end)   | South | Rangiora | -               | -                    | \$ 25,000            | -                    |
| Albert St (High to Blackett) - with watermain  | East  | Rangiora | -               | -                    | \$ 35,000            | -                    |
| Wesley Street (Aldersgate St to Chapman Pl)  | East  | Kaiapoi  | -               | -                    | \$ 50,000            | -                    |
| Wesley Street (Chapman Pl - Cressy Ave)  | East  | Kaiapoi  | -               | -                    | \$ 40,000            | -                    |
| Dawson Douglas Place (Eastern cul-de-sac head)                                       | East  | Kaiapoi  | -               | -                    | \$ 10,000            | -                    |
| Lindon Street (High St to Rata St)   | East  | Rangiora | -               | -                    | \$ 35,000            | -                    |
| Southbrook Road (Denches Road to No. 48)   | East  | Rangiora | -               | -                    | \$ 15,000            | -                    |
| Southbrook Rd (No. 66 to Denches Road)   | East  | Rangiora | -               | -                    | \$ 20,000            | -                    |
| Green St (Johns Rd - No. 22)   | East  | Rangiora | -               | -                    | -                    | \$ 35,000            |
| Cridland Street (Tunas to Bridge) - with kerb & channel                              | North | Kaiapoi  | -               | -                    | -                    | \$ 50,000            |
| Bridge Street (Cridland to No. 3)  | West  | Kaiapoi  | -               | -                    | -                    | \$ 5,000             |
| Cridland Street (Tunas to Bridge) - with footpath                                    | South | Kaiapoi  | -               | -                    | -                    | \$ 45,000            |
| Ayres Street (Walkway to Kingsbury)  | Full  | Rangiora | -               | -                    | -                    | \$ 15,000            |
| Queen Street (King St to Percival St)  | North | Rangiora | -               | -                    | -                    | \$ 40,000            |
| Durham Street (cul-de-sac head)  | North | Rangiora | -               | -                    | -                    | \$ 5,000             |
| Ohoka Road (Williams St to Stone St)   | North | Kaiapoi  | -               | -                    | -                    | \$ 30,000            |
| Ashgrove Street (No. 18 to Seddon St) - with K&C                                     | East  | Rangiora | -               | -                    | -                    | \$ 40,000            |
| Bush St (South Belt - Bush St Reserve) - with K&C                                    | West  | Rangiora | -               | -                    | -                    | \$ 55,000            |
| Northbrook Road (Victoria to Newnham)  | South | Rangiora | -               | -                    | -                    | \$ 30,000            |
| Northbrook Road (Newnham to Railway Line)  | South | Rangiora | -               | -                    | -                    | \$ 10,000            |
| West Belt (High to Blackett) - with water main                                       | East  | Rangiora | -               | -                    | -                    | \$ 30,000            |
| Main North Road (SH1) Waikuku  | West  | Waikuku  | -               | -                    | -                    | \$ 85,000            |
| Main North Road (SH1) Waikuku  | East  | Waikuku  | -               | -                    | -                    | \$ 65,000            |

|  |             |            | 26/27             | 27/28                | 28/29                | 29/30                |
|--|-------------|------------|-------------------|----------------------|----------------------|----------------------|
|  | Side        | Town       | DRAFT Programme   | Indicative Programme | Indicative Programme | Indicative Programme |
| Parkhouse Dr (Treffers Ave-End)                | West        | Rangiora   | -                 | -                    | -                    | \$ 50,000            |
| To be Allocated                                |             |            | \$ 873            | \$ 2,210             | \$ 26,482            | \$ 3,482             |
| <b>Value of Work Programmed</b>                |             |            | \$ 395,000        | \$ 625,000           | \$ 607,000           | \$ 630,000           |
| <b>Approved Un-subsidised Annual Budget</b>    |             |            | \$ 216,298        | -                    | -                    | -                    |
| <b>Carry Over Budget</b>                       |             |            | \$ 115,000        |                      |                      |                      |
| <b>Approved Subsidised Annual Budget</b>       |             |            | \$ 179,575        | \$ 627,210           | \$ 633,482           | \$ 633,482           |
| <b>Total Available Budget (including fees)</b> |             |            | <b>\$ 395,873</b> | <b>\$ 627,210</b>    | <b>\$ 633,482</b>    | <b>\$ 633,482</b>    |
|  |             |            |                   |                      |                      |                      |
| <b>Minor Improvement Projects</b>              |             |            |                   |                      |                      |                      |
| <b>Minor Lighting</b>                          |             |            |                   |                      |                      |                      |
| Minor Lighting Pole Spacing Corrections        |             | Various    | \$ 35,000         | -                    | -                    | -                    |
| High St Pedestrian Crossing Light Improvements |             | Rangiora   | \$ 30,000         | -                    | -                    | -                    |
| Easterbrook / Fernside Rd                      | Easterbrook | Fernside   | \$ 25,000         | -                    | -                    | -                    |
| Harewood Rd / South Eyre Road                  |             | Oxford     | -                 | \$ 25,000            | -                    | -                    |
| Revells Rd / Church Bush Rd                    |             | Tuahiwi    | -                 | -                    | \$ 25,000            | -                    |
| Depot Road / South Eyre Road                   |             | Oxford     | -                 | -                    | -                    | \$ 25,000            |
| Other Lighting Projects (TBC)                  |             |            | -                 | -                    | -                    | -                    |
| <b>Value of Works Programmed</b>               |             |            | <b>\$ 90,000</b>  | <b>\$ 25,000</b>     | <b>\$ 25,000</b>     | <b>\$ 25,000</b>     |
|  |             |            |                   |                      |                      |                      |
| <b>Intersection Improvements</b>               |             |            |                   |                      |                      |                      |
| Swamp / Hodgsons / Stonyflat (CARRY OVER)      |             | Loburn     | \$ 100,000        | -                    | -                    | -                    |
| Easterbrook Rd / Fernside Rd                   |             | Fernside   | \$ 80,000         | -                    | -                    | -                    |
| Ashley Gorge Road / Glentui Bush               |             | Glentui    | \$ 40,000         | -                    | -                    | -                    |
| North Eyre Rd / Logan Road                     |             | Mandeville | -                 | \$ 100,000           | -                    | -                    |
| Ashley Road / Summer Hill Road                 |             | Cust       | -                 | -                    | \$ 50,000            | -                    |
| Birch Hill Road / Bald Hills Road              |             | Glentui    | -                 | -                    | \$ 50,000            | -                    |
| Revells Rd / Church Bush Rd                    |             | Tuahiwi    | -                 | -                    | \$ 20,000            | -                    |
| Toppings Road / Lower Sefton Road              |             | Sefton     | -                 | -                    | -                    | \$ 50,000            |
| Amors Road / Upper Sefton Road                 |             | Sefton     | -                 | -                    | -                    | \$ 50,000            |
| Budget to be Allocated                         |             |            | -                 | \$ 20,000            | -                    | \$ 7,000             |
| <b>Value of Works Programmed</b>               |             |            | <b>\$ 220,000</b> | <b>\$ 120,000</b>    | <b>\$ 120,000</b>    | <b>\$ 107,000</b>    |
|  |             |            |                   |                      |                      |                      |

|  |      |          | 26/27           | 27/28                | 28/29                | 29/30                |
|--|------|----------|-----------------|----------------------|----------------------|----------------------|
|  | Side | Town     | DRAFT Programme | Indicative Programme | Indicative Programme | Indicative Programme |
| <b>School Safety Project</b>   |      |          |                 |                      |                      |                      |
| Ashley School (Fawcetts Road)  |      | Ashley   | \$ 40,000       | -                    | -                    | -                    |
| Pegasus School (Solander Road)   |      | Pegasus  | -               | \$ 40,000            | -                    | -                    |
| Other School Projects (TBC)  |      |          | \$ 10,000       | \$ 10,000            | \$ 50,000            | \$ 50,000            |
| Value of Works Programmed  |      |          | \$ 50,000       | \$ 50,000            | \$ 50,000            | \$ 50,000            |
| <b>Speed Treatments</b>  |      |          |                 |                      |                      |                      |
| Cosgrove Street Line Marking   |      | Kaiapoi  | \$ 5,000        | -                    | -                    | -                    |
| SIDS Signs   |      | Various  | \$ 25,000       | -                    | -                    | -                    |
| Oxford Speed Thresholds  |      | Oxford   | \$ 60,000       | -                    | -                    | -                    |
| Waikuku Beach Road Traffic Calming at 30km/hr threshold                              |      | Waikuku  | -               | \$ 50,000            | -                    | -                    |
| Other Speed Projects TBC   |      |          | \$ 20,000       | -                    | \$ 50,000            | \$ 50,000            |
| Value of Works Programmed  |      |          | \$ 110,000      | \$ 50,000            | \$ 50,000            | \$ 50,000            |
| <b>Minor Works</b>   |      |          |                 |                      |                      |                      |
| King Street / Charles Street   |      | Rangiora | \$ 10,000       | -                    | -                    | -                    |
| Ford Signage   |      | Various  | \$ 15,000       | \$ 20,000            | -                    | -                    |
| Ashley Street footpath through the Cemetery  |      | Rangiora | \$ 25,000       | -                    | -                    | -                    |
| One Lane Bridge Delineation Programme  |      | Various  | -               | \$ 30,000            | -                    | -                    |
| Blackett St Road Marking Improvements  |      | Rangiora | -               | -                    | \$ 25,000            | -                    |
| Other Minor Works  |      |          | -               | -                    | \$ 25,000            | \$ 50,000            |
| Value of Works Programmed  |      |          | \$ 50,000       | \$ 50,000            | \$ 50,000            | \$ 50,000            |
| <b>Walking and Cycling Projects</b>  |      |          |                 |                      |                      |                      |
| Ashley Street Pedestrian Refuge Replacement (CARRY OVER)                             |      | Rangiora | \$ 20,000       | -                    | -                    | -                    |
| Ashley Street / Wales Street Pedestrian Cut-Down                                     |      | Rangiora | \$ 5,000        | -                    | -                    | -                    |
| Kaiapoi Roundabout Pedestrian Improvements (Ohoka Rd)                                |      | Kaiapoi  | \$ 50,000       | -                    | -                    | -                    |
| Ivory St Cycle Lane Safety Improvements - Delineation                                |      | Rangiora | \$ 10,000       | -                    | -                    | -                    |
| Mobility Parking Cut Downs   |      | Rangiora | \$ 25,000       | -                    | -                    | -                    |
| Oxford Town Centre TGSi Upgrade  |      | Oxford   | \$ 20,000       | -                    | -                    | -                    |
| Ashley Street / Blackett Street TGSi Upgrade   |      | Rangiora | \$ 10,000       | -                    | -                    | -                    |
| Kingsbury Ave Cut-Downs at Good & Golding - Painted median at Golding                |      | Rangiora | \$ 10,000       | -                    | -                    | -                    |
| Southbrook Cycle Lane Safety Improvements - Delineation                              |      | Rangiora | -               | \$ 20,000            | -                    | -                    |
| Pegasus Cycle Lanes (inc roundabouts)  |      | Pegasus  | -               | \$ 33,000            | \$ 52,000            | -                    |
| Pegasus Footpath Connections   |      | Pegasus  | -               | \$ 40,000            | \$ 20,000            | -                    |
| Street to Street Walkway Access Barrier Improvements                                 |      | Various  | -               | \$ 7,000             | \$ 7,000             | \$ 7,000             |
| Kings Ave Waikuku - Path link from Waikuku Beach Intersection to existing path       |      | Waikuku  | -               | -                    | \$ 15,000            | -                    |
| Woodend Road - Pedestrian Refuge between Gibbs & Bowie inc line marking improvements |      | Woodend  | -               | -                    | -                    | \$ 40,000            |

|  |      |         | 26/27               | 27/28                | 28/29                | 29/30                |
|--|------|---------|---------------------|----------------------|----------------------|----------------------|
|  | Side | Town    | DRAFT Programme     | Indicative Programme | Indicative Programme | Indicative Programme |
| Value of Works Programmed                                      |      |         | \$ 150,000          | \$ 100,000           | \$ 94,000            | \$ 90,000            |
| <b>Roadside Hazard Removal</b>                                 |      |         |                     |                      |                      |                      |
| Dixons Rd - (RP 1125)  |      | Loburn  | \$ 50,000           | \$ 150,000           | -                    | -                    |
| Carrs Road (RP 6740m)  |      | Loburn  | \$ 15,000           | -                    | -                    | \$ 200,000           |
| Cones Road (RP 1940m)  |      | Ashley  | \$ 150,000          | -                    | -                    | -                    |
| Birch Hill Road (RP 840)                                       |      | Glentui | \$ 15,000           | -                    | \$ 200,000           | -                    |
| Upper Sefton Road (RP 7699)                                    |      | Sefton  | -                   | \$ 50,000            | -                    | -                    |
| Value of Works Programmed                                      |      |         | \$ 230,000          | \$ 200,000           | \$ 200,000           | \$ 200,000           |
| <b>High Risk Intersection treatments</b>                       |      |         |                     |                      |                      |                      |
| South Eyre Road / Pestors Road                                 |      |         | \$ 20,000           | -                    | -                    | -                    |
| Dixons Rd / Boundary Road                                      |      |         | \$ 20,000           | -                    | -                    | -                    |
| South Eyre Burnt Hill  |      |         | \$ 20,000           | -                    | -                    | -                    |
| No. 10 / McHughs   |      |         | \$ 20,000           | -                    | -                    | -                    |
| South Eyre Rd / Carlton  |      |         | \$ 20,000           | -                    | -                    | -                    |
| Tuahwi Rd / Waikoruru Rd / Okaihau Road                        |      |         | \$ 20,000           | -                    | -                    | -                    |
| Oxford Rd - Carleton Rd  |      |         | \$ 20,000           | -                    | -                    | -                    |
| Oxford Rd - Lilly Rd   |      |         | \$ 20,000           | -                    | -                    | -                    |
| McJarrows / Powells  |      |         | \$ 20,000           | -                    | -                    | -                    |
| Upper Sefton Rd - Broad Rd                                     |      |         | \$ 20,000           | -                    | -                    | -                    |
| To be allocated  |      |         | \$ 20,000           | \$ 180,000           | \$ 180,000           | \$ 180,000           |
| Value of Works Programmed                                      |      |         | \$ 220,000          | \$ 180,000           | \$ 180,000           | \$ 180,000           |
| <b>Value of Work Programmed</b>                                |      |         |                     |                      |                      |                      |
|  |      |         | \$ 1,120,000        | \$ 775,000           | \$ 769,000           | \$ 752,000           |
| Total Carry Over Budget for Minor Safety Programme (estimated) |      |         | \$ 413,000          | -                    | -                    | -                    |
| Approved Annual Budget   |      |         | \$ 775,000          | \$ 775,000           | \$ 775,000           | \$ 775,000           |
| <b>Total Available Budget for Minor Safety Programme</b>       |      |         | <b>\$ 1,188,000</b> | <b>\$ 775,000</b>    | <b>\$ 775,000</b>    | <b>\$ 775,000</b>    |

|   |      |          | 26/27             | 27/28                | 28/29                | 29/30                |
|---|------|----------|-------------------|----------------------|----------------------|----------------------|
|   | Side | Town     | DRAFT Programme   | Indicative Programme | Indicative Programme | Indicative Programme |
| <b>New Footpaths</b>  |      |          |                   |                      |                      |                      |
| Highfield Lane (Carryover)  |      | Rangiora | \$ 30,000         | -                    | -                    | -                    |
| Denches Road  |      | Rangiora | \$ 45,000         | -                    | -                    | -                    |
| Chinnerys Road (Reserve east entrance – Woodglen Dr) – west side (unsealed) |      | Woodend  | \$ 105,000        | -                    | -                    | -                    |
| Chinnerys Road (No. 49 – Reserve entrance) – south side                     |      | Woodend  | -                 | \$ 100,000           | -                    | -                    |
| Harewood Road (Burnt Hill to Park Ave)                                      |      | Oxford   | -                 | -                    | \$ 85,000            | -                    |
| Matai Place (Start to end)  |      | Oxford   | -                 | -                    | \$ 15,000            | -                    |
| Station Road (Pak n Save to Railway Road)                                   |      | Rangiora | -                 | -                    | -                    | \$ 30,000            |
| Redwood Place (Start to end)  |      | Oxford   | -                 | -                    | -                    | \$ 25,000            |
| Knight Street (Start to end)  |      | Oxford   | -                 | -                    | -                    | \$ 45,000            |
| Woodfield Place (Start to end)  |      | Woodend  | -                 | -                    | -                    | -                    |
| Queen Street (High St to Karadean Court)                                    |      | Oxford   | -                 | -                    | -                    | -                    |
| Church Street - Past Anglican Church  |      | Rangiora | -                 | -                    | -                    | -                    |
| Smith Street (Ranfurlly to Princess)  |      | Kaiapoi  | -                 | -                    | -                    | -                    |
| To be allocated   |      |          | -                 | -                    | -                    | -                    |
| <b>Value of Work Programmed</b>   |      |          | \$ 180,000        | \$ 100,000           | \$ 100,000           | \$ 100,000           |
| Carry Over (estimated)  |      |          | \$ 80,000         |                      |                      |                      |
| Approved Annual Budget  |      |          | \$ 100,000        | \$ 100,000           | \$ 100,000           | \$ 100,000           |
| <b>Total Available Budget (including fees)</b>                              |      |          | <b>\$ 180,000</b> | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    |
| <b>Bus Shelter Programme</b>  |      |          |                   |                      |                      |                      |
| Professional Fees   |      |          | \$ 10,000         | \$ 10,000            | \$ 12,000            | \$ 12,000            |
| Bush St near Stratchen - 44794 (Shelter pre-purchased)                      |      | Rangiora | \$ 10,000         | -                    | -                    | -                    |
| Bush St (near Watson Pl) - 51306  |      | Rangiora | \$ 26,000         | -                    | -                    | -                    |
| Kingsbury Ave (near Regent Ave) - 44509                                     |      | Rangiora | \$ 26,000         | -                    | -                    | -                    |
| King St (near Seddon St) - 44623  |      | Rangiora | \$ 26,000         | -                    | -                    | -                    |
| Main North Road (Kaiapoi Lakes) - 15825                                     |      | Kaiapoi  | -                 | \$ 28,000            | -                    | -                    |
| West Belt near Arlington Blvd - 54738                                       |      | Rangiora | -                 | \$ 28,000            | -                    | -                    |
| Main North Road (near Williams Street) - 42260                              |      | Kaiapoi  | -                 | \$ 28,000            | -                    | -                    |
| High St near King St (north) - 47320  |      | Rangiora | -                 | \$ 28,000            | -                    | -                    |
| Rangiora Woodend Road near Chinnery Road                                    |      | Woodend  | -                 | -                    | \$ 30,000            | -                    |
| Williams St near Ohoka Rd - east - 15255                                    |      | Kaiapoi  | -                 | -                    | \$ 30,000            | -                    |
| Williams St (near Carew St) 15792   |      | Kaiapoi  | -                 | -                    | \$ 30,000            | -                    |
| Main North Road near Pa Rd 44699  |      | Woodend  | -                 | -                    | \$ 30,000            | -                    |
| Main North Rd (near Wrights Rd) - 15217                                     |      | Kaiapoi  | -                 | -                    | \$ 30,000            | -                    |
| Main North Rd (near Neeves Rd) - 15887                                      |      | Kaiapoi  | -                 | -                    | \$ 30,000            | -                    |
| Woodend Rd near SH1 - 26087   |      | Woodend  | -                 | -                    | -                    | \$ 30,000            |
| Southbrook (Lineside Road) - 44235  |      | Rangiora | -                 | -                    | -                    | \$ 30,000            |
| Woodend (Main North Road) - 15077   |      | Woodend  | -                 | -                    | -                    | \$ 30,000            |
| Adderly Tce near Sneyd St - 54835   |      | Kaiapoi  | -                 | -                    | -                    | \$ 30,000            |
| Fuller Street near Peraki Street - 54803                                    |      | Kaiapoi  | -                 | -                    | -                    | \$ 30,000            |
| Southbrook near Denches Road - 44203  |      | Rangiora | -                 | -                    | -                    | \$ 30,000            |
| To be allocated   |      |          | -                 | \$ 3,000             | \$ 8,000             | \$ 8,000             |
| <b>Value of Work Programmed</b>   |      |          | \$ 98,000         | \$ 122,000           | \$ 192,000           | \$ 192,000           |
| <b>Carry Over Budget</b>  |      |          | -                 |                      |                      |                      |
| <b>Approved Annual Budget (including fees)</b>                              |      |          | <b>\$ 98,000</b>  | <b>\$ 125,000</b>    | <b>\$ 200,000</b>    | <b>\$ 200,000</b>    |
| <b>Total Available Budget (including fees)</b>                              |      |          | <b>\$ 98,000</b>  | <b>\$ 125,000</b>    | <b>\$ 200,000</b>    | <b>\$ 200,000</b>    |

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 260428104185**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 8 June 2026**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1 SUMMARY**

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

| Name of Organisation                             | Purpose  | Amount requested | Does the application comply with the Discretionary Grant Fund Criteria  |
|--|--|------------------|---|
| North Canterbury Jamboree Scout Troop            | Towards the costs of attending the pre-Jamboree camp | \$1,000          | This application partially complies with the Criteria: <ul style="list-style-type: none"> <li>Only 15% of attendees are from the Woodend Sefton area. The criteria require that grant funding be limited to projects primarily within the Board area or benefiting its residents.</li> <li>It is not clear from the financial information provided by the applicant that they will be able to deliver the project.</li> </ul> |
| North Canterbury Federation of Women's Institute | Towards the costs of running a craft day             | \$500            | This application partially complies with the Criteria: <ul style="list-style-type: none"> <li>One of the expenses quoted is for tutor fees, which could be construed as wages.</li> </ul>   |
| Pegasus Residents' Group Incorporated            | Towards the costs of the Matariki Morning Tea        | \$500            | This application complies with the criteria.  |
| <b>Total:</b>                                    |  | <b>\$2,000</b>   |   |

1.2 The current balance of the Woodend-Sefton Community Board's 2025/26 Discretionary Grant fund is \$6,856.

Attachments:

- i. Application from the North Canterbury Jamboree Scout Troop (Trim Ref: 260428103887).
- ii. Application from the North Canterbury Federation of Women's Institute (Trim Ref: 260429105021).
- iii. Application from Pegasus Residents' Group Inc (Trim Ref: 260508112007).
- iv. Spreadsheet showing the previous two years' grants.
- v. Board Discretionary Grant Funding Criteria for the 2025/26 financial year (Trim: 210603089821).

**2** RECOMMENDATION

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

- (a) **Receives** report No. 260428104185.
- (b) **Approves** a grant of \$..... to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

**OR**

- (c) **Declines** a grant to the North Canterbury Scout Jamboree Troop.
- (d) **Approves** a grant of \$..... to the North Canterbury Federation of Women's Institute towards costs related to running its craft day in July.

**OR**

- (e) **Declines** a grant to the North Canterbury Federation of Women's Institute.
- (f) **Approves** a grant of \$..... to the Pegasus Residents' Group Inc. towards costs relating to the Matariki morning tea to be held at the Pegasus Bay School.

**OR**

- (g) **Declines** a grant to the Pegasus Residents' Group Inc.

**3** BACKGROUND

- 3.1 The **North Canterbury Scout Jamboree Troop** seeks funding towards the cost of attending a pre-Jamboree camp in Oxford in October 2026. This application does not meet the following Board Discretionary Grant Funding Criteria:
  - (a) Only six of the attendees will be from the Woodend-Sefton area.
  - (b) It is not clear from the financial information provided by the applicant that they will be able to deliver the project.
- 3.2 The **North Canterbury Federation of Women's Institute** seeks funding towards the costs relating to the running of its craft day to be held in July 2026. This application does not meet the following Board Discretionary Grant Funding Criteria:
  - (a) One of the expenses quoted is for tutor fees, which could be construed as wages, which are not funded by Discretionary funding.
- 3.3 The **Pegasus Residents' Group** are seeking funding towards the cost of catering the morning tea at the school.
- 3.4 The current balance of the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund is \$6,856.

## 4 **ISSUES AND OPTIONS**

### ***North Canterbury Scout Troop (the Troop)***

#### 4.1 Information provided by the Troop:

- 4.1.1 Scouts New Zealand aligns its programmes with the principles and vision of the Youth Development Strategy of Aotearoa, supporting the positive development of young people across the country. As New Zealand's largest co-educational youth organisation, Scouts provides fun and challenging activities, unique experiences, everyday adventure, and service opportunities, enabling young people to build confidence and contribute positively to their communities.
- 4.1.2 Scouts Aotearoa provides national leadership, structure, and programme guidance for scouting in New Zealand, including safety systems, training standards, and youth development goals. Local scout groups deliver the national programme within their communities by running weekly meetings, camps, and activities, managing volunteers, and supporting young people locally.
- 4.1.3 It is anticipated that scouts from Rangiora, Kaiapoi, Woodend, Pegasus, Oxford, Ohoka, Spencerville, and Glenmark will attend a pre-Jamboree camp at Payton Lodge in Oxford from 24 to 25 October 2026. The Troop comprises 36 school-aged scouts from a broad cross-section of the community. Six of the participants will be from the Woodend-Sefton area, 10 from the Rangiora-Ashley Ward, three from Oxford–Ohoka Ward and eight from the Kaiapoi-Tuahwi area. The remaining nine participants are from outside the district.
- 4.1.4 The camp will support participants to develop practical skills that are valuable both within scouting and in their wider communities. The programme will focus on teamwork, resilience, and leadership in an outdoor environment. The scouts will also learn to set up and manage patrol sites, organise daily routines, plan and cook meals, and rotate through leadership roles. The camp will strengthen the overall scout programme by building capability and confidence among both youth and volunteer leaders, enhancing problem-solving skills and preparing the troop for participation in the Jamboree.
- 4.1.5 The total cost of the camp is estimated at approximately \$3,404, with the Troop seeking a contribution of \$1,000 toward these costs. At present, the Troop is relying solely on internal fundraising and has not approached any other funding providers. However, they have indicated that the camp would proceed even if the application is unsuccessful.
- 4.1.6 It should also be noted that the Troop has applied to the Rangiora-Ashley Community Board and received \$1,000 for a camp held in March 2026 and to the Kaiapoi-Tuahwi Community Board for \$1,000 towards the October camp. However, the Kaiapoi-Tuahwi Community Board declined the application at its meeting held on 18 May 2026.

#### 4.2 Council Evaluation:

- 4.2.1 The application meets the Board's Discretionary Grant Criteria in that it has been submitted by a community-based youth organisation. However, the requested \$1,000 exceeds the specified \$750 per application limit.
- 4.2.2 The Board's Discretionary Grant Application Criteria require that grant funding be limited to projects primarily within the Board area or benefiting the residents of the area. It should be taken into consideration that only six participants will be from the Woodend-Sefton area.
- 4.2.3 The Troop had indicated that they would be relying solely on internal fundraising to cover the cost of the camp, and that the camp would proceed even if the application was unsuccessful. No information has been provided on how the remaining costs will be met.

- 4.2.4 This is the first time the Troop has applied for funding from the Woodend-Sefton Community Board. However, as indicated below, they have sought funding from other Community Boards. Accountability Forms have been received for previous grants.

| Date          | Community Board | Project   | Amount   |
|---------------|-----------------|---|--|
| November 2019 | KTCB            | Towards scarves for Scouts attending the jamboree | \$500  |
| November 2019 | RACB            | Towards attending a Scout's jamboree              | \$500  |
| August 2023   | RACB            | Towards attending a Scout's jamboree              | \$500  |
| March 2026    | RACB            | Towards a pre-Jamboree camp in March              | 1,000  |
| May 2026      | KTCB            | Towards a pre-Jamboree camp in October 2026       | The application was declined as only eight participants were from Kaiapoi. |
| <b>Total</b>  |                 |   | <b>\$2,500</b>   |

#### ***North Canterbury Federation of Women's Institute (the WI)***

#### **4.3 Information provided by the Women's Institute:**

- 4.3.1 The WI, established in 1921, has consistently delivered value to women in both rural and urban communities. Its founding purpose was to enhance and strengthen community life in rural areas by bringing women together to discuss matters of shared interest and concern. The organisation is non-political, non-sectarian, and inclusive, welcoming all women within the community. Today, the WI continues to promote friendship, encourage participation, and support active engagement in local community life.
- 4.3.2 The WI intends to host its annual Craft Day on 21 July 2026. This event will provide members with an opportunity to develop new skills and share knowledge with other participants. It is anticipated that approximately 20 members will attend, primarily from the Waimakariri District, with around 60 percent residing in the Woodend–Sefton area. The skills and knowledge gained will be shared more widely with other community groups and family members, including children. Participants are also expected to apply these skills in the WI's National Hand Craft Competition and at local community events.
- 4.3.3 The total cost of delivering the Craft Day is estimated at approximately \$760. The funding requested will contribute towards publicity, craft materials, venue hire, and tutor fees. The WI will meet any shortfall. Should this application be unsuccessful, the Craft Day will still proceed; however, it would need to be funded from resources otherwise allocated to other community initiatives. No additional funding has been sought for this project.

#### **4.4 Council Evaluation:**

- 4.4.1 The application meets the Board's Discretionary Grant Criteria in that it has been submitted by a community-based organisation and the \$500 requested is less than the specified limit of \$750 per application. In addition, most of the participants (60%) are expected to be from the Woodend-Sefton area.
- 4.4.2 The Board's Discretionary Grant Criteria indicate that wages would not be funded, and tutor costs may be considered to fall within that category. However, the Board may specify that any grant awarded be applied to eligible costs, such as advertising, craft supplies, and hall hire.

- 4.4.3 The following funding has been granted to the WI over the past five years, and all required Accountability Forms have been received:

| Date         | Community Board | Project                                    | Amount       |
|--------------|-----------------|--|--------------|
| June 2021    | RACB            | Hall hire and craft supplies for Craft Day | \$260        |
| July 2022    | WSCB            | Hall hire and craft supplies for Craft Day | \$200        |
| July 2023    | WSCB            | Towards attending a Scout's jamboree       | \$200        |
| July 2024    | RACB            | Hall hire and craft supplies for Craft Day | \$110        |
| <b>Total</b> |                 |  | <b>\$770</b> |

- 4.4.4 It should be noted that this is the third time the WI has applied to the Board for funding for Hall hire and craft supplies for Craft Day, and the Board may wish to consider whether the associated costs could be regarded as ongoing or annual operating expenditure for the WI.

### ***Pegasus Residents' Group Incorporated (the Group)***

#### **4.5 Information provided by the Group:**

- 4.5.1 The Group was established in mid-2011 and was formally incorporated as a society in September 2013. The Group was initially formed to develop a volunteer Community Watch Team. Since its establishment, it has experienced growth in both membership and the scope of activities undertaken to support and enhance the Pegasus community.
- 4.5.2 The Group is seeking funding to co-host a community event to celebrate Matariki in June 2026. The proposed date for the event is Wednesday, 24 June 2026, as advised by Pegasus Bay School. It is anticipated that approximately 80 residents will attend, with the majority expected to be from the Woodend–Sefton area. The event is intended to be inclusive of all sectors of the community and to promote understanding of Māori history and culture within Pegasus.
- 4.5.3 The event will take the form of a morning tea hosted by students from Pegasus Bay School for older members of the community. It will be held in the school hall and include student performances featuring dances and songs themed around Matariki. The occasion is designed to bring together different generations, foster mutual understanding, and provide young people with an opportunity to contribute positively to the wellbeing of older community members.
- 4.5.4 Catering costs for the event have been quoted at \$450, which includes food items such as cream and jam scones. The remaining \$50 sought through this application will contribute towards additional supplies, including napkins, tea/coffee, and milk. Should the application be unsuccessful, the event will still proceed; however, no alternative fundraising has been undertaken to support it at this stage.

#### **4.6 Council Evaluation:**

- 4.6.1 The application meets the Board's Discretionary Grant Criteria in that it has been submitted by a community-based organisation and the \$500 requested is less than the specified limit of \$750 per application. In addition, most of the participants are expected to be from the Woodend-Sefton area.

- 4.6.2 The Group received the following funding over the last five years, and all Accountability Forms have been received:

| Date         | Request                              | Funding        |
|--------------|--------------------------------------|----------------|
| March 2020   | Towards Ronel's Cuppa                | \$500          |
| April 2021   | Towards AED Battery                  | \$635          |
| May 2023     | Hosting the Matariki community event | \$500          |
| May 2024     | Hosting the Matariki community event | \$500          |
| April 2025   | Hosting the Matariki community event | \$500          |
| <b>Total</b> |                                      | <b>\$2,635</b> |

- 4.6.3 It should be noted that this is the fourth time the Group has applied to the Board for funding to host a Matariki community event, and the Board may wish to consider whether the associated costs could be regarded as ongoing or annual operating expenditure for the Pegasus Residents Group Inc.

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

#### 4.7 **Implications for Community Wellbeing**

The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. Supporting recreational and community initiatives encourages social interaction, reduces isolation, and improves physical activity, which in turn enhances mental and physical wellbeing.

- 4.8 The current balance of the Woodend-Sefton Board's 2025/26 Discretionary Grant Fund is \$6,856. If the application is granted, the balance would be \$4,856 for the remainder of the 2025/26 financial year, which ends on 30 June 2026.

- 4.9 The Management Team has reviewed this report.

## 5. **COMMUNITY VIEWS**

### 5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū are not to be affected by, and have an interest in, the subject matter of this report, as celebrating Matariki is a cultural event.

### 5.2 **Groups and Organisations**

No other groups or organisations are likely to be affected by or to have an interest in the subject matter of this report.

### 5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject, as community activities provide opportunities for social interaction, improve mental wellbeing, and boost people's self-confidence.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1 **Financial Implications**

- 6.1.1 The Council's 2025/26 Annual Plan included a budget provision of \$6,980 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026). There was a carry forward of \$2,875 from the 2024/25 financial year, resulting in a total of \$9,855 available for the 2025/26 financial year.

6.1.2 The current balance of the Woodend-Sefton Board's 2025/26 Discretionary Grant Fund is \$6,856. If the application is granted, the balance would be \$4,856 for the remainder of the 2025/26 financial year, which ends on 30 June 2026.

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

## 6.2 **Sustainability and Climate Change Impacts**

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

## 6.3 **Risk Management**

There are no risks associated with adopting and implementing the recommendations in this report.

## 6.4 **Health and Safety**

All health and safety-related issues will be the responsibility of the groups or organisations that have applied for funding.

## 7. **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Not applicable.

### 7.3 **Consistency with Community Outcomes**

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

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

### 7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

## What happens now?

59

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

## What happens next?

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

## Groups applying for Board Discretionary Grants 2025/2026

Name of group: North Canterbury Jamboree Scout Troop

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Grant Coordinator

Contact phone number: [REDACTED] Email: ncjamboreefundraising@gmail.com

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

Our Scouts group is running a Pre-Jamboree Camp in North Canterbury to prepare our young people for attending the 2026 National Jamboree. This camp is an essential part of their development, giving them the opportunity to build outdoor skills, teamwork, resilience, and confidence in a safe and structured environment. It also helps ensure that all youth attending the Jamboree are well-prepared, capable, and able to fully participate in the wider national programme.

What is the timeframe of the project/event date? 24-25 October 2025

Overall cost of project/event: 3404 Amount requested: 1000

How many people will directly benefit from this project? 36

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

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

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

Oxford-Ohoka 10%    Rangiora-Ashley 27%    Woodend-Sefton 15%    Kaiapoi-Tuahiwi 21%

Other (please specify): 27 (Glenmark Scouts)

What are the direct benefit(s) to the participants? 60

The camp brings together Scouts from across our zone, strengthening connections between young people, leaders, and families. It also supports leadership development for our volunteer leaders, who deliver the programme and ensure the safety and wellbeing of all participants.

What is the benefit(s) to your organisation?

Young people gain practical outdoor skills, teamwork habits, and confidence that they bring back into weekly programmes. This lifts the overall skill level of the troop and strengthens participation in future activities.

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

The pre-Jamboree camp delivers clear benefits to the Woodend-Sefton community and the wider Waimakariri district, both socially and economically. These benefits flow from youth development, community connection and local spending associated with the camp.

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

If yes, name of parent group: Scouts Aotearoa

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

We are a locally run Scouts group that operates as part of the wider Scouts Aotearoa movement. Our programme is delivered by volunteer leaders from the community, we work under the governance, policies and youth development framework set by Scouts Aotearoa. The Nat Org provides safety standards, training, programme resources etc.

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

We have been raising funds through selling items, running sausage sizzles, and completing community jobs. We are also approaching local businesses and community funders for additional support.

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

We have applied to Kaiapoi-Tuahiwi community board for \$1000.

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

If yes, please supply details:

We have applied to Kaiapoi-Tuahiwi community board for \$1000.

If this application is declined, will this event/project still occur? <sup>61</sup>  Yes  No

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

Enclosed  Financial Information (*compulsory – your application cannot be processed without financial statements*)

Bank Statement (*Bank Statements will remain confidential*)

Supporting costs, quotes or event budgets

Other supporting information

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

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

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

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

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

Signed: [REDACTED] \_\_\_\_\_

Date: 28 April 2026

## Pre Jamboree camp 24-26th October 2026

|                      |     | Cost     | Total       | Per Person |
|----------------------|-----|----------|-------------|------------|
| Accommodation Scout  | X36 | \$ 10.00 | \$ 360.00   |            |
| Accommodation Leader | X14 | \$ 15.00 | \$ 210.00   |            |
| Food                 | X50 | \$ 40.00 | \$ 2,000.00 |            |
| Activites            | X50 | \$ 10.00 | \$ 500.00   |            |
| Gas Bottles Gas      | X2  | \$ 42.00 | \$ 84.00    |            |
| Sundries             | X50 | \$ 5.00  | \$ 250.00   |            |
|                      |     |          | \$ 3,404.00 | \$ 68.08   |

## North Canterbury Jamboree Scout Troop

### Balance Sheet

#### Assets

| Asset type                            | Amount      |
|---------------------------------------|-------------|
| Kitchen cooking trailer (fixed asset) | \$9,000.00  |
| Starting NC zone bank balance         | \$5,174.70  |
| Petty cash                            | \$159.00    |
| Banked for Jamboree 26/27             | \$29,773.35 |
| Total cash on hand                    | \$35,107.05 |
| Total assets                          | \$44,107.05 |

#### Accounts Receivable

| Item                                    | Amount       |
|---|--------------|
| 33 outstanding invoices at \$3,500 each | \$115,500.00 |

These are participant payments invoiced out but not yet paid. They are not guaranteed income but can be shown as receivables.

#### Liabilities

| Liability type        | Amount |
|-----------------------|--------|
| Current liabilities   | \$0.00 |
| Long term liabilities | \$0.00 |
| Total liabilities     | \$0.00 |

#### Equity

| Equity type | Amount |
|-------------|--------|
|-------------|--------|

|                              |             |
|------------------------------|-------------|
| Accumulated funds            | \$44,107.05 |
| Total liabilities and equity | \$44,107.05 |

Note: The accumulated funds figure represents the total of all cash and non-cash assets held by the troop as at 23 February 2026.

### Project Cost Summary

Total Jamboree Project Cost: \$135,733.00

#### Breakdown:

##### Jamboree Costs

|                       |    |            |
|-----------------------|----|------------|
| Jamboree fee - youth  | \$ | 52,560.00  |
| Jamboree fee - leader | \$ | 7,875.00   |
| Jamboree fee - Staff  | \$ | 1,090.00   |
| Air NZ                | \$ | 20,000.00  |
| Bus                   | \$ | 3,500.00   |
| Marguee               | \$ | 3,400.00   |
| Pre Jamboree camp 1   | \$ | 3,404.00   |
| Pre Jamboree camp 2   | \$ | 3,404.00   |
| uniform               | \$ | 16,000.00  |
| cleaning supplies     | \$ | 500.00     |
| sundries              | \$ | 1,800.00   |
| Container Chch        |    |            |
| Container Hamilton    |    |            |
| Container             | \$ | 15,000.00  |
| incidentals/insurance | \$ | 1,800.00   |
| Spending money        | \$ | 5,400.00   |
|                       | \$ | 135,733.00 |

### Funding Position

- Confirmed funds on hand: \$35,107.05
- Outstanding invoices issued: \$115,500.00
- Total project cost: \$135,733.00
- Funding gap remaining (if all receivables are paid):  
\$135,733.00 minus \$35,107.05 = \$100,625.95

## Fundraising Undertaken

Our troop continues to raise funds through:

- Selling goods
- Raffles
- Community based service tasks
- Non-refundable deposits already collected
- Ongoing payment plans from members

These activities support our goal of reducing the cost to families and ensuring all youth can participate.



NORTH CANTERBURY JAMBOREE TROOP

0877



## Today's statements

| Account type                     | Account number | Balance   |
|----------------------------------|----------------|-----------|
| Business Premium Current Account | [REDACTED]     | 41,064.05 |

.

## Business Premium Current Account

Account name NORTH CANTERBURY JAMBOREE TROOP  
Account number [REDACTED]

Statement number  
Statement period

00035  
01 Mar 2026 - 31 Mar 2026

| Date                         | Transaction type and details | Withdrawals   | Deposits          | Balance            |
|------------------------------|------------------------------|---------------|-------------------|--------------------|
| 01 Mar                       | Opening balance              |               |                   | 35,891.21          |
| 02 Mar                       | DC                           |               | 300.00            | 36,191.21          |
| 02 Mar                       | BP                           |               | 450.00            | 36,641.21          |
| 02 Mar                       | BP                           |               | 130.00            | 36,771.21          |
| 03 Mar                       | BP                           |               | 450.00            | 37,221.21          |
| 03 Mar                       | BP                           |               | 1,000.00          | 38,221.21          |
| 04 Mar                       | BP                           |               | 150.00            | 38,371.21          |
| 04 Mar                       | BP                           |               | 252.00            | 38,623.21          |
| 05 Mar                       | DC                           |               | 150.00            | 38,773.21          |
| 09 Mar                       | BP                           |               | 2.50              | 38,775.71          |
| 09 Mar                       | BP                           |               | 2.50              | 38,778.21          |
| 09 Mar                       | DC                           |               | 2.50              | 38,780.71          |
| 09 Mar                       | BP                           |               | 4.00              | 38,784.71          |
| 09 Mar                       | DC                           |               | 5.00              | 38,789.71          |
| 09 Mar                       | BP                           |               | 10.00             | 38,799.71          |
| 09 Mar                       | BP                           |               | 10.00             | 38,809.71          |
| 09 Mar                       | DC                           |               | 100.00            | 38,909.71          |
| 09 Mar                       | DC                           |               | 147.00            | 39,056.71          |
| 09 Mar                       | DC                           |               | 315.00            | 39,371.71          |
| 09 Mar                       | DC                           |               | 590.00            | 39,961.71          |
| 09 Mar                       | DC                           |               | 230.49            | 40,192.20          |
| 10 Mar                       |                              |               | 310.70            | 40,502.90          |
| 10 Mar                       |                              |               | 577.00            | 41,079.90          |
| 10 Mar                       | DC                           |               | 105.00            | 41,184.90          |
| 10 Mar                       | DC                           |               | 133.00            | 41,317.90          |
| 10 Mar                       | DC                           |               | 14.00             | 41,331.90          |
| 11 Mar                       |                              |               | 599.80            | 41,931.70          |
| 12 Mar                       | BP                           |               | 28.00             | 41,959.70          |
| <b>Totals at end of page</b> |                              | <b>\$0.00</b> | <b>\$6,068.49</b> | <b>\$41,959.70</b> |

AP Automatic Payment  
AT Automatic Teller Machine

BP Bill Payment  
CQ Cheque/Withdrawal

DC Direct Credit  
DD Direct Debit

ED Electronic Dishonour  
EP EFTPOS Transaction

FX Foreign Exchange  
IA International Money Machine

IP International EFTPOS Transaction  
VT Visa Transaction

IF International Payment

## Business Premium Current Account - continued

| Date  | Transaction type and details | Withdrawals       | Deposits          | Balance            |
|---|------------------------------|-------------------|-------------------|--------------------|
| <b>Balance brought forward from previous page</b> |                              |                   |                   | <b>41,959.70</b>   |
| 12 Mar  | DC                           |                   | 150.00            | 42,109.70          |
| 12 Mar  | BP                           |                   | 56.00             | 42,165.70          |
| 13 Mar  | DC                           |                   | 70.00             | 42,235.70          |
| 16 Mar  | BP                           |                   | 98.00             | 42,333.70          |
| 16 Mar  | DC                           |                   | 364.00            | 42,697.70          |
| 16 Mar  | BP                           |                   | 11.60             | 42,709.30          |
| 16 Mar  | BP                           |                   | 35.00             | 42,744.30          |
| 16 Mar  | BP                           |                   | 1,000.00          | 43,744.30          |
| 16 Mar  | DC                           |                   | 21.00             | 43,765.30          |
| 16 Mar  | BP                           |                   | 224.00            | 43,989.30          |
| 16 Mar  | DC                           |                   | 28.00             | 44,017.30          |
| 16 Mar  | DC                           |                   | 140.00            | 44,157.30          |
| 16 Mar  | BP                           |                   | 450.00            | 44,607.30          |
| 16 Mar  | DC                           |                   | 56.00             | 44,663.30          |
| 16 Mar  | BP                           |                   | 42.00             | 44,705.30          |
| 16 Mar  | BP                           |                   | 0.20              | 44,705.50          |
| 16 Mar  | BP                           |                   | 11.20             | 44,716.70          |
| 16 Mar  | BP                           |                   | 28.00             | 44,744.70          |
| 17 Mar  | BP                           |                   | 315.00            | 45,059.70          |
| 18 Mar  | BP                           |                   | 70.00             | 45,129.70          |
| 19 Mar  | DC                           |                   | 200.00            | 45,329.70          |
| 20 Mar  | BP                           |                   | 450.00            | 45,779.70          |
| 20 Mar  | BP                           | 1,569.60          |                   | 44,210.10          |
| 23 Mar  | BP                           | 834.01            |                   | 43,376.09          |
| 23 Mar  | BP                           | 495.77            |                   | 42,880.32          |
| 25 Mar  | DC                           |                   | 150.00            | 43,030.32          |
| 26 Mar  | BP                           |                   | 450.00            | 43,480.32          |
| 26 Mar  | DC                           |                   | 50.00             | 43,530.32          |
| 27 Mar  | BP                           | 81.59             |                   | 43,448.73          |
| 27 Mar  | BP                           | 350.00            |                   | 43,098.73          |
| 27 Mar  | BP                           | 589.60            |                   | 42,509.13          |
| <b>Totals at end of page</b>                      |                              | <b>\$3,920.57</b> | <b>\$4,470.00</b> | <b>\$42,509.13</b> |

AP Automatic Payment  
AT Automatic Teller Machine

BP Bill Payment  
CQ Cheque/Withdrawal

DC Direct Credit  
DD Direct Debit

ED Electronic Dishonour  
EP EFTPOS Transaction

FX Foreign Exchange  
IA International Money Machine

IP International EFTPOS Transaction  
VT Visa Transaction

IF International Payment

## Business Premium Current Account - continued

| Date  | Transaction type and details | Withdrawals       | Deposits           | Balance            |
|---|------------------------------|-------------------|--------------------|--------------------|
| <b>Balance brought forward from previous page</b> |                              |                   |                    | <b>42,509.13</b>   |
| 27 Mar  | BP                           | 891.48            |                    | 41,617.65          |
| 30 Mar  | BP                           | 500.00            |                    | 41,117.65          |
| 30 Mar  | BP                           | 55.60             |                    | 41,062.05          |
| 31 Mar  |                              |                   | 3.63               | 41,065.68          |
| 31 Mar  |                              | 1.63              |                    | 41,064.05          |
| <b>Totals at end of page</b>                      |                              | <b>\$1,448.71</b> | <b>\$3.63</b>      | <b>\$41,064.05</b> |
| <b>Totals at end of period</b>                    |                              | <b>\$5,369.28</b> | <b>\$10,542.12</b> | <b>\$41,064.05</b> |

Your available credit is **\$41,064.05** as at the closing date of this statement.

AP Automatic Payment  
AT Automatic Teller Machine

BP Bill Payment  
CQ Cheque/Withdrawal

DC Direct Credit  
DD Direct Debit

ED Electronic Dishonour  
EP EFTPOS Transaction

FX Foreign Exchange  
IA International Money Machine

IP International EFTPOS Transaction  
VT Visa Transaction

IF International Payment

Payment dates displayed on bank statements are business day dates only (even if a payment was made or received on a non-business day prior). To find out the date a payment was made or received, you can check your transaction details online, or contact us.

**What happens now?**

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

**What happens next?**

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

**Groups applying for Board Discretionary Grants 2025/2026**

Name of group: North Canterbury Federation of Womens Institute

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: President

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

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

We are running a Craft Day for ladies to learn crafts, such as Tunisian Crochet, English Paper Patchwork and Tassel Making. Funds will be used for hall hire, Tutors reimbursement for materials and time and advertising.

What is the timeframe of the project/event date? 21st July 9am - 4pm

Overall cost of project/event: \$760.00 Amount requested: \$500.00

How many people will directly benefit from this project? 20+

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

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

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

Oxford-Ohoka 20 %    Rangiora-Ashley 60 %    Woodend-Sefton 60 %    Kaiapoi-Tuahiwi 20 %

Other (please specify): \_\_\_\_\_

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

Learning a new Craft, Friendship and companionship.

What is the benefit(s) to your organisation?

Ladies learning new Crafts  
Membership.

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

Ladies meeting with other ladies  
learning Crafts

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?

nil

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

nil

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

nil

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

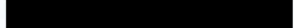
If yes, please supply details:



Cheque account

**ACCOUNT NAME**  
 NORTH CANTERBURY FEDERATION OF  
 COUNTRY WOMENS INSTITUTE

**ACCOUNT NUMBER**



STATEMENT NO. 628  
 FOR THE PERIOD  
 20 FEBRUARY 2026 TO 20 MARCH 2026

|        |                     |      |             |      |           | OPENING BALANCE        |          | 4,353.43         |
|--------|---------------------|------|-------------|------|-----------|------------------------|----------|------------------|
| Date   | Name of Other Party | Type | Particulars | Code | Reference | Withdrawals            | Deposits | Balance          |
| 21 Feb |                     | DC   |             |      |           |                        | 10.00    | 4,363.43         |
| 22 Feb |                     | BP   |             |      |           |                        | 440.00   | 4,803.43         |
| 23 Feb |                     | AT   |             |      |           |                        | 354.00   | 5,157.43         |
| 26 Feb |                     | BP   |             |      |           | 35.68                  |          | 5,121.75         |
| 27 Feb |                     |      |             |      |           |                        | 9.68     | 5,131.43         |
| 01 Mar |                     | BP   |             |      |           |                        | 10.00    | 5,141.43         |
| 02 Mar |                     | BP   |             |      |           |                        | 692.00   | 5,833.43         |
| 03 Mar |                     | DC   |             |      |           |                        | 25.00    | 5,858.43         |
| 03 Mar |                     | DC   |             |      |           |                        | 400.00   |                  |
| 03 Mar |                     | DC   |             |      |           |                        | 610.00   |                  |
| 03 Mar |                     | BP   |             |      |           |                        | 875.00   | 7,743.43         |
| 04 Mar |                     | DC   |             |      |           |                        | 1,352.00 | 9,095.43         |
| 05 Mar |                     | BP   |             |      |           |                        | 215.00   | 9,310.43         |
| 05 Mar |                     | BP   |             |      |           |                        | 1,014.00 | 10,324.43        |
| 06 Mar |                     | AT   |             |      |           |                        | 215.00   | 10,539.43        |
| 06 Mar |                     | AT   |             |      |           |                        | 290.00   | 10,829.43        |
| 09 Mar |                     | BP   |             |      |           | 69.89                  |          | 10,759.54        |
| 09 Mar |                     | BP   |             |      |           | 160.00                 |          |                  |
| 09 Mar |                     | BP   |             |      |           | 183.30                 |          | 10,416.24        |
| 10 Mar |                     | BP   |             |      |           |                        | 215.00   | 10,631.24        |
| 12 Mar |                     | BP   |             |      |           |                        | 430.00   | 11,061.24        |
|        |                     |      |             |      |           | <b>CARRIED FORWARD</b> |          | <b>11,061.24</b> |

BNZ  
Cashel & Fitzgerald Store  
Telephone 0800 800 468  
Facsimile 03 377 0454



Cheque account

**ACCOUNT NAME**  
NORTH CANTERBURY FEDERATION OF  
COUNTRY WOMENS INSTITUTE

**ACCOUNT NUMBER**  
[REDACTED]

STATEMENT NO. 628  
FOR THE PERIOD  
20 FEBRUARY 2026 TO 20 MARCH 2026

|        |                     |      |             |      |           |             | CARRIED FORWARD        | 11,061.24       |
|--------|---------------------|------|-------------|------|-----------|-------------|------------------------|-----------------|
| Date   | Name of Other Party | Type | Particulars | Code | Reference | Withdrawals | Deposits               | Balance         |
| 15 Mar | [REDACTED]          | DC   | [REDACTED]  |      |           |             | 215.00                 | 11,276.24       |
| 15 Mar | [REDACTED]          | BP   | [REDACTED]  |      |           |             | 215.00                 | 11,491.24       |
| 16 Mar | [REDACTED]          | BP   | [REDACTED]  |      |           | 100.00      |                        | 11,391.24       |
| 16 Mar | [REDACTED]          | BP   | [REDACTED]  |      |           | 175.00      |                        |                 |
| 16 Mar | [REDACTED]          | BP   | [REDACTED]  |      |           | 4,320.00    |                        | 6,896.24        |
| 19 Mar | [REDACTED]          | BP   | [REDACTED]  |      |           |             | 215.00                 | 7,111.24        |
|        |                     |      |             |      |           |             | <b>CLOSING BALANCE</b> | <b>7,111.24</b> |

The Bank's base rate is currently 10.950 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the limit has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions please contact your nearest branch or call 0800 800 468.

**North Canterbury Federation Craft Day 2026 Budget**  
**Craft Day Expenses**

|                       | per each  |  | Total            |
|-----------------------|-----------|--|------------------|
| 20 Participants       | \$ 25.00  |  | \$ 500.00        |
| <b>Expenses</b>       |           |  |                  |
| 3 Tutors              | \$ 150.00 |  | \$ 450.00        |
| Hall Hire             |           |  | \$ 110.00        |
| Advertising           |           |  | \$ 200.00        |
| <b>Total Expenses</b> |           |  | <b>\$ 760.00</b> |
|                       |           |  |                  |

## What happens now?

75

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

## What happens next?

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

## Groups applying for Board Discretionary Grants 2025/2026

Name of group: Pegasus Residents' Group Incorporated

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Vice President

Contact phone number: [REDACTED] Email: prgi@pegasusresidentsgroup.com

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

The committee wish to support a Matariki morning tea at Pegasus Bay School for the older generation being served by the children of the school.  
The school's comment is - "We love this tradition and would love to continue it"

What is the timeframe of the project/event date? Wednesday morning 24th June 2026 - planned for by the School.

Overall cost of project/event: \$500 Amount requested: \$500

How many people will directly benefit from this project? approx 80

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

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

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

Oxford-Ohoka \_\_\_\_\_%    Rangiora-Ashley \_\_\_\_\_%    Woodend-Sefton 100%    Kaiapoi-Tuahwi \_\_\_\_\_%

Other (please specify): \_\_\_\_\_

What are the direct benefit(s) to the participants? 76

Community gains a better understanding of Matariki and a wonderful opportunity for intergenerational interaction.

What is the benefit(s) to your organisation?

To show a tangible way the PRGI is supporting the Pegasus Community.

What are the benefits, economic or otherwise, to the Woodend-Sefton community or wider district?

An opportunity for the senior and young generation coming together. A chance for the young generation to entertain the senior generation with this Matariki related event. A chance for the young generation to serve the senior generation morning tea. Brings hope for the senior generation in seeing the talent and service of their grand-kids.

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

If yes, name of parent group: \_\_\_\_\_

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

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

None

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

None

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

If yes, please supply details:

Matariki morning tea at Pegasus Bay School 17-June-2025.

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

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

If this application is declined the school maybe able to assist, but there is no guarantees on that.

Enclosed  Financial Information (*compulsory – your application cannot be processed without financial statements*)

Bank Statement (*Bank Statements will remain confidential*)

Supporting costs, quotes or event budgets

Other supporting information

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

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

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

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

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

Signed: Peter Johnston

Date: 8-May-2026

# Statement of Financial Performance

**Pegasus Residents' Group Incorporated**  
**For the year ended 31 March 2025**

|  | NOTES | 2025          | 2024         |
|--|-------|---------------|--------------|
| <b>Revenue</b>                                   |       |               |              |
| Donations, fundraising and other similar revenue | 1     | 6,249         | 4,346        |
| Subscriptions and other revenue from members     | 1     | 4,635         | 4,811        |
| Other revenue                                    | 1     | 6,463         | -            |
| <b>Total Revenue</b>                             |       | <b>17,347</b> | <b>9,157</b> |
| <b>Expenses</b>                                  |       |               |              |
| Expenses relating to public fundraising          | 2     | 10,054        | 5,722        |
| Other Expenses                                   | 2     | 6,901         | 2,098        |
| <b>Total Expenses</b>                            |       | <b>16,955</b> | <b>7,820</b> |
| <b>Surplus (Deficit) for the year</b>            |       | <b>392</b>    | <b>1,337</b> |

# Statement of Financial Position

## Pegasus Residents' Group Incorporated As at 31 March 2025

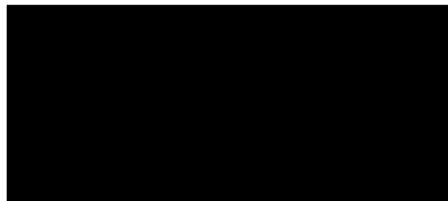
|   | NOTES | 31 MAR 2025   | 31 MAR 2024   |
|---|-------|---------------|---------------|
| <b>Assets</b>                               |       |               |               |
| <b>Current Assets</b>                       |       |               |               |
| Bank accounts and Cash                      | 3     | 19,373        | 19,722        |
| <b>Total Current Assets</b>                 |       | <b>19,373</b> | <b>19,722</b> |
| <b>Non-current Assets</b>                   |       |               |               |
| Property, plant and equipment               | 4     | 73            | 92            |
| <b>Total Non-current Assets</b>             |       | <b>73</b>     | <b>92</b>     |
| <b>Total Assets</b>                         |       | <b>19,446</b> | <b>19,813</b> |
| <b>Liabilities</b>                          |       |               |               |
| <b>Current Liabilities</b>                  |       |               |               |
| Creditors and accrued expenses              |       | 150           | -             |
| Unused donations and grants with conditions | 3     | 5,126         | 6,035         |
| <b>Total Current Liabilities</b>            |       | <b>5,276</b>  | <b>6,035</b>  |
| <b>Total Liabilities</b>                    |       | <b>5,276</b>  | <b>6,035</b>  |
| <b>Net Assets</b>                           |       | <b>14,170</b> | <b>13,778</b> |
| <b>Accumulated Funds</b>                    |       |               |               |
| Accumulated surpluses                       |       | 14,170        | 13,778        |
| <b>Total Accumulated Funds</b>              |       | <b>14,170</b> | <b>13,778</b> |

This performance report has been approved by the Officers for and on behalf of Pegasus Residents Group Incorporated.

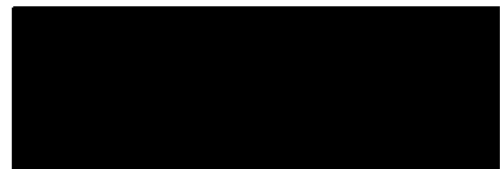
Date: 28-6-2025

28/6/2025.

Signature:



Name:



Position:

Chairperson

Treasurer

# Statement of Cash Flows

## Pegasus Residents' Group Incorporated For the year ended 31 March 2025

2025

### Cashflow from Operating Activities

#### Cash was received from:

|   |               |
|---|---------------|
| Donations, fundraising and other similar receipts   | 5,249         |
| Fees, subscriptions and other receipts from members | 4,635         |
| Receipts from providing goods or services           | 6,463         |
| <b>Total Cash was received from:</b>                | <b>16,347</b> |

#### Cash was applied to:

|                                     |                 |
|-------------------------------------|-----------------|
| Payments to suppliers and employees | (16,696)        |
| <b>Total Cash was applied to:</b>   | <b>(16,696)</b> |

**Net Cash Flows from Operating Activities** (349)

**Net Cash Flows** (349)

### Cash and Cash Equivalents

|  |        |
|--|--------|
| Cash and cash equivalents at beginning of period | 19,722 |
| Net change in cash for period                    | (349)  |
| Cash and cash equivalents at end of period       | 19,373 |

### This is represented by :

|                        |               |
|------------------------|---------------|
| Bank accounts and cash | 19,373        |
| <b>Total</b>           | <b>19,373</b> |

Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for  
the 2024/25 Financial Year

|  | Meeting considered | Group                                      | Project                                  | Accountability Received                        | Amount Requested | Amount Granted | Running Balance |
|--|--------------------|--|--|--|------------------|----------------|-----------------|
| <b>Woodend-Sefton Community Board</b><br>10.138.100.2410 |                    |  | (2024/25) \$6,830                        |  |                  |                | <b>\$6,830</b>  |
|  | 8-Jul              | Woodend Spring Flower Show                 | Towards hall hire and insurance costs    | <b>4-Nov-24</b>                                | \$1,000          | \$500          | \$6,330         |
|  | 8-Jul              | North Canterbury Pony Club                 | Towards cost of St John's services       | <b>18-Oct-24</b>                               | \$500            | \$200          | \$6,130         |
|  | 8-Jul              | Hope Trust                                 | Towards a projector and screen           | <b>31-Oct-24</b>                               | \$705            | \$705          | \$5,425         |
|  | 12-Aug             | Oxford Community Trust                     | towards catering costs for Day Out event |  | \$750            | Declined       | \$5,425         |
|  | 9-Sep              | Sefton Netball Club                        | towards purchase of equipment            | <b>19-May-25</b>                               | \$500            | \$500          | \$4,925         |
|  | 9-Sep              | Woodend Fire Brigade                       | Christmas Light Display                  | <b>13-Feb-25</b>                               | \$500            | \$500          | \$4,425         |
|  | 9-Sep              | North Canterbury Inclusive Sports Festival | Host the festival at Mainpower           | funds not claimed                              | \$500            | \$500          | \$3,925         |
|  | 11-Nov             | Waioira Links Community Trust              | Entertainment for family event           | <b>3-Mar-25</b>                                | \$750            | \$500          | \$3,425         |
|  | 15-Apr             | Pegasus Residents' Group                   | Matariki Morning Tea                     | <b>4-Jul-25</b>                                | \$ 500.00        | \$300          | \$3,125         |
|  | 15-Apr             | Woodend Indoor Bowls Club                  | Set of indoor bowls                      | Awaiting for bowls to arrive to enable payment | \$750            | \$750          | \$2,375         |
|  |                    |  |  |  |                  |                | \$2,375         |
|  |                    |  | <b>Inclusive sports</b>                  |  |                  | \$500          | \$2,875         |

Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for  
the 2025/26 Financial Year

|   | Meeting considered | Group   | Project   | Accountability Received      | Amount Requested | Amount Granted | Running Balance |
|---|--------------------|---|---|------------------------------|------------------|----------------|-----------------|
| <b>Woodend-Sefton<br/>Community<br/>Board<br/>10.138.100.2410</b> |                    | Carry Forward 2024/25 = 2875                    | (202526) \$6,980  |                              |                  |                | \$9,855         |
|   | 14-Jul             | Woodend Netball Club                            | towards Prize Giving  | To be returned to the budget | \$750            | \$400          | \$9,455         |
|   | 11-Aug             | Woodend Spring Flower Show Committee            | Printing, hall hire, engraving of trophies, insurance and prize money | 15-Dec-25                    | \$750            | \$750          | \$8,705         |
|   | 8-Sept             | Woodend Community Association                   | Community Christmas Party   | 26-Jan-26                    | \$750            | \$750          | \$7,955         |
|   | 8-Nov              | Noaia Charitable Trust                          | Community market for equipment and promotion                          |                              | \$1,000          | \$500          | \$7,455         |
|   | 10-Mar             | Menzshed Pegasus Woodend Community Trust        | towards a compressor  | Withdrawn                    | \$489            |                | \$7,455         |
|   | 10-Mar             | Rangiora Boxing Club                            | towards medical care  | Declined                     | \$500            | \$0            | \$7,455         |
|   | 13-Apr             | Menzshed Pegasus Woodend Community Trust        | Air Filtration Unit   |                              | \$599            | \$599          | \$6,856         |
|   | 8-Jun              | North Canterbury Federation of Womens Institute | towards the cost of hall hire, materials and advertising              |                              | \$500            |                |                 |
|   | 8-Jun              | North Canterbury Scout Troop                    | towards a camp  |                              | \$1,000          |                |                 |
|   | 8-Jun              | Pegasus Residents' Group Incorporated           | Cost of hosting Matariki Morning Tea                                  |                              | \$500            |                |                 |

## GOVERNANCE

# Woodend-Sefton Community Board Discretionary Grant Application

### Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on.

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 a project summary that includes costs, and shows the areas where funds will be spent, fund raising the group has undertaken towards the project, and other sources of funding that have been accessed. Please note that your application will not be processed if the required financial information is not provided. The Board reserve the right to request additional information.

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

- The Board supports a wide range of community activities. However, an 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).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that the board will not fund ongoing or annual operating expenditure associated with the administration or running of the applicant's club organisation or club.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form within 20 working days after the event, completion of the project, or when the funds were spent outlining how the funds were applied. Relevant proof of purchase, such as receipts, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

## WOODEND-SEFTON COMMUNITY BOARD

### CHAIRPERSON'S REPORT FOR JUNE 2026

| COMMUNITY INTERACTION   | ISSUES RAISED  | ACTION SUGGESTED  |
|---|--|---|
| <i>i.e, Events, meetings, e-mails</i>   | <i>i.e, Community Feedback and Concerns</i>  | <i>i.e, Call for report, refer to Council, Service Request</i>  |
| Footpath Woodend / Pine Acres   | Work has started on the footpath from Kaiapoi to Pine Acres  | Request a report from the Council's Roding Team outlining how the footpath from Pine Acres to Woodend can be progressed independently of the Woodend Bypass project." |
| Opening for John Harris Memorial Den in Woodend at 3 pm on Saturday, 15 August 2026. which is the anniversary of his passing. | There was some debate over the name, the WSCB approved. The Lions Club wants the word "Lions" to be included. i.e, John Harris Memorial Den Lions.<br>Additionally, an information board dedicated to J Harris is being prepared, which will be installed on the side of the building or in a designated area similar to the Jill Creamer sign."   | Mayor Gordon will open Memorial Den, and the community and family will be invited   |
| Email regarding electric motor bikes ramping at Gladstone Park  | Concerns were raised regarding the safety of both the individuals themselves and other users of Gladstone Park   | I have not seen any further progress on this matter. Greenspace Team, to be requested to advise what steps are required to develop a policy on this issue             |
| Attended Woodend Pegasus Strategy meeting on 21 May 2026  | The base plan is progressing well, and there is a great deal to consider. I am particularly interested in understanding where the proposed new housing land is allocated, both what is currently known and what is being proposed.<br>Key challenges include: <ul style="list-style-type: none"> <li>• Ensuring the lake and golf course are treated as key community attractions.</li> <li>• Determining the implications of a toll road, should one proceed.</li> <li>• Resolving roading and footpath connections to ensure safe and efficient access.</li> </ul> | There is a process to follow  |
| Attended a meeting on 15 May 2026 with Mayor Gordon and several others regarding the future of the Pegasus Golf Course.       | There is significant public concern.   |   |

| COMMUNITY INTERACTION                       | ISSUES RAISED   | ACTION SUGGESTED   |
|---|---|--|
| <i>i.e, Events, meetings, e-mails</i>       | <i>i.e, Community Feedback and Concerns</i>   | <i>i.e, Call for report, refer to Council, Service Request</i> |
| Attended all Boards' Session on 17 May 2026 | Received a briefing on the Pegasus Golf Course and gained considerable insight into the fast-tracking and consent processes.<br>Information regarding the Government's Head Start Pathway was also provided |  |

## WOODEND-SEFTON COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE FOR MAY 2026

**Member's Name: Tim Bartle**

| COMMUNITY INTERACTION   | ISSUES RAISED   | ACTION SUGGESTED  |
|---|---|---|
| <i>Events, meetings, e-mails</i>  | <i>Community Feedback and Concerns</i>  | <i>Call for report, refer to Council, Service Request</i>   |
| ALL BOARDS BRIEFING - Head Start Pathway - Simplifying Local Government | Significant changes are anticipated as a result of the upcoming councils' amalgamations. However, no additional funding has been allocated by the Central Government to offset costs expected to amount to several million dollars. |   |
| DLC Hospitality Survey  | The Central Government is looking at changes to the District Liquor Licensing rules.  |   |
| LGNZ Briefing: Infometrics' Brad Olsen on the Budget                    | There seems to be limited information available for Local Government  |   |
| The Council finalises its deliberation on the draft 2026/27 Annual Plan | There were no significant changes from the Long-Term Plan.<br>Increases in fuel costs were among the more substantial adjustments.<br>The average rates increase is 4.99%, including water charges.                                 |   |
| Pegasus Golf Club Public Meeting  | Many of the residents at the meeting had major public concerns, but very little information about exactly what Wolfbrook Property has planned.  | A general agreement to form a group of interested parties to try to purchase the golf course from Wolfbrook Property. |

## WOODEND-SEFTON COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE FOR MAY 2026

Member's Name: Joel Mclachlan

| COMMUNITY INTERACTION  | ISSUES RAISED  | ACTION SUGGESTED  |
|--|--|---|
| <i>i.e, Events, meetings, e-mails</i>                        | <i>i.e, Community Feedback and Concerns</i>  | <i>i.e, Call for report, refer to Council, Service Request</i>  |
| Pegasus Emergency Hub Exercise<br>16 May 2026                | Great refresher course run by the Council's Emergency Management Advisor, Deane Eades. A few members of the public attended, along with some PRGI committee members  | Wider promotion of these events would be beneficial, ensuring more of the community is aware of how the emergency hubs operate. |
| Enquiry about Landscaping Budget for<br>Sefton Domain / Hall | Spoke with the Waimak Football Club and advised that the Woodend–Sefton Landscaping Budget has already been allocated for this year. She was informed that she may apply for a discretionary grant of up to \$750 through the Board. |   |
| Pegasus Community Centre Steering<br>Group                   | Development of the new Pegasus Community Centre is progressing well. On time and on budget at this stage.  |   |
| WSCB Facebook Page   | The profile picture has been updated, and community posts have been shared on the page. There is some hesitation around what should or should not be shared on behalf of the Board on the Facebook page.                             | It may be helpful for members to review the recent posts and advise what type of content they would like to see more of.        |

## WOODEND-SEFTON COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE FOR MAY 2026

**Member's Name: Mathew Potter**

| COMMUNITY INTERACTION   | ISSUES RAISED   | ACTION SUGGESTED   |
|---|---|--|
| <i>i.e, Events, meetings, e-mails</i>   | <i>i.e, Community Feedback and Concerns</i>   | <i>i.e, Call for report, refer to Council, Service Request</i> |
| Contacted by local residents regarding the lakes on the Pegasus Golf Course and concerns about declining water levels | Following the settlement of the golf course transaction, the lakes experienced a significant depletion in water levels.<br>I subsequently received further approaches from members of the public, after which I engaged in email correspondence with ECan.<br>They then contacted Wolfbrook about reactivating the pumps, which were turned back on a few days later. | Nothing from a Community Board at this stage.                  |

## WOODEND-SEFTON COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE FOR MAY 2026

Member's Name: Andrew Thompson

| COMMUNITY INTERACTION  | ISSUES RAISED  | ACTION SUGGESTED  |
|--|--|---|
| <i>i.e, Events, meetings, e-mails</i>  | <i>i.e, Community Feedback and Concerns</i>  | <i>i.e, Call for report, refer to Council, Service Request</i>  |
| There has been a delayed response from the Roding Team in addressing the Japanese Honeysuckle issues on Waikuku Beach Road | <p>This matter first arose approximately three years ago and has proven to be a complex issue to resolve. However, progress has been hindered by ongoing delays in both the Council's response and communication.</p> <p>This has been a source of considerable frustration for the Board and for many members of the community. There is now a long-overdue need for a planned and coordinated solution — or a clear strategic withdrawal, should that be the preferred direction of the Roding Team.</p> | <p>Ian Fong and I have requested an update and path forward for some months now.</p> <p>Hopeful that we will receive that at the next meeting</p> |
| Drainage issues at Macintosh's Drain on Parsonage Road   | <p>I have been approached again by a Woodend resident seeking an update on this matter. The primary concern relates to the potential — and, in their view, likely — flooding risk posed by residential developments adjacent to the property.</p> <p>Both the Council and the Mayor have been contacted about this issue in the past. I was recently approached again and will be meeting with the resident to gain a fuller understanding of the situation</p>  |   |
| Pegasus Golf Course purchase by Wolfbrook Property   | I will continue to keep a watching brief on this matter, noting the high level of community interest.  |   |

## WOODEND-SEFTON COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE

*For the month of May*

**Member' Name: Philip Redmond**

| COMMUNITY INTERACTION                   | ISSUES RAISED  | ACTION SUGGESTED   |
|---|--|--|
| <i>i.e, Events, meetings, e-mails</i>   | <i>i.e, Community Feedback and Concerns</i>  | <i>i.e, Call for report, refer to Council, Service Request</i> |
| Gravel Haulage Routes – Baynons road    | Reference Group to be established to consider long term options  |  |
| Annual Plan Hearings                    | A small number of good submissions received, heard at Rangiora only this year.                                       |  |
| Acting Mayor whilst Mayor overseas      | Some speaking engagements at Oxford Area School and Rangiora Fire Brigade  |  |
| Various meetings with Mayor and staff   | Regarding District Plan appeals and mediation options  |  |
| Big Brothers Big Sisters Big Breakfast  | Keiran Read guest speaker – sold out   |  |
| LGNZ                                    | Rural and Provincial meeting – Headstart and backstop focus. Ministers and staff misalignment                        |  |
| Abbeyfield                              | Fundraising auction postponed  |  |
| Attended Les Miserables                 | Sold out   |  |
| LGNZ webinars                           | Have been very helpful in explaining unitary council structure   |  |
| Kaiapoi District Historical Society AGM | Well attended. Jean Turvey has retired as Secretary but will remain on the Committee                                 |  |
| SPCA webinar                            | 19 councils have a bylaw and actual cat numbers at urban residents. Benefits for biodiversity                        |  |
| Canterbury Mayoral Forum                | Amalgamation discussions will be meeting regularly and also with neighbouring councils pending community engagement. |  |