

Agenda

Woodend-Sefton Community Board

Monday 10 July 2023

5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson

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AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 10 JULY 2023 AT 5.30PM.

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

	<u>BUSINESS</u>	PAGES
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION MINUTES</u>	
3.1	<u>Minutes of the Woodend-Sefton Community Board – 12 June 2023</u>	
	<i>RECOMMENDATION</i>	7 – 19
	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 12 June 2023.	
3.2	<u>Matters Arising</u>	
3.3	<u>Notes of the Woodend-Sefton Community Board Workshop – 26 June 2023</u>	
	<i>RECOMMENDATION</i>	20 – 21
	THAT the Woodend-Sefton Community Board:	
	(a) Receives the notes of the Woodend-Sefton Community Board Workshops, held on 26 June 2023.	
4	<u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u>	
4.1	<u>Community Outcomes – Temi Allinson (Senior Policy Analyst)</u>	
4.2	<u>Woodend Lions – Jeff Taylor-Hayhurst</u>	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 **REPORTS**

6.1 **Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Budget – Kay Rabe (Governance Advisor)**

RECOMMENDATION

22 – 31

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230609084760.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 is \$13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 is \$4,400 and that an amount of \$3,210 is expected to be carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$7,610 for this financial year.
- (d) **Approves** the Board's 2023/24 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

6.2 **Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

RECOMMENDATION

32 – 61

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230623093998.
- (b) **Approves** a grant of \$..... to the North Canterbury Federation Women's Institute towards the cost of hall hire, publicity and tutor fees.
OR
- (c) **Declines** the application from the North Canterbury Federation Women's Institute.
- (d) **Approves** a grant of \$..... to the Waikuku Beach Surf Life Saving Club towards the purchase and installation of a new garage door.
OR
- (e) **Declines** the application from the Waikuku Beach Surf Life Saving Club.
- (f) **Approves** a grant of \$..... to the Waikuku Beach Indoor Market towards building shelving and display units.

OR

- (g) **Declines** the application from the Waikuku Beach Indoor Market.

7 **CORRESPONDENCE**

7.1 **Council Annual Plan Response Letter**

Trim Ref: 220114003526.

RECOMMENDATION

62

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the Annual Plan response letter (Trim Ref: 220114003526).

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for June 2023**

RECOMMENDATION

63 – 64

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230703098888).

9 **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 7 June 2023.**
- 9.2. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 May 2023.**
- 9.3. **Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.**
- 9.4. **July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.4.

Note:

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

10 **MEMBERS' INFORMATION EXCHANGE**

65 – 70

10.1 **Brent Cairns**

10.2 **Ian Fong**

10.3 **Rhonda Mather**

10.4 **Andrew Thompson**

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**

Nil.

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 1 July 2023: \$7,610.

12.2 **General Landscaping Fund**

Balance as at 1 July 2023: \$13,680.

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 14 August 2023 at the Woodend Community Centre, School Road, Woodend.

Workshop

- *Update on Cycleways – Don Young (Senior Engineering Advisor)*
- *Greenspace Update*
- *Members Forum*

MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 12 JUNE 2023 AT 5.30PM.

PRESENT

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

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation and Environment), C Brown (General Manager Community and Recreation), J McBride (Roading and Transport Manager), J Recker (Stormwater and Waterways Manager), G Stephens (Greenspace Design and Planning Team Leader), H Belworthy (Landscape Architect), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were five members of the public present.

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 8 May 2023

Moved: B Cairns Seconded: M Paterson

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 8 May 2023.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 8 May 2023

Moved: I Fong Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshops, held on 8 May 2023.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Approval to Consult on the 2023-2027 Waimakariri District Speed Management Plan (Woodend-Sefton Ward Area) – S Binder (Senior Transportation Engineer) and A Mace-Cochrane (Transportation Engineer)

This report was withdrawn prior to the meeting.

6.2 Proposed Roothing Capital Works Programme for 2023/24 – J McBride (Roothing and Transport Manager)

J McBride highlighted the capital works pertaining to the Woodend-Sefton Ward area for the next three years and sought endorsement of the Roothing Capital Works Programme 2023/24 which was developed largely based on the condition of the assets.

R Mather noted that the report mentioned the inward bound bus stop at Pegasus / State Highway One roundabout had no seat or shelter however this should be the outward bound bus stop which was used by students waiting for buses in the mornings. J McBride noted the change and would investigate the option of a seat.

S Powell noted that there were currently two 'real time' bus schedule displays proposed for Pegasus, one on Main Street near Motu Quay and one on the Boulevard near Main Street, however there were none proposed for Woodend. She requested that one of the displays proposed for Pegasus should be moved to Woodend. She believed that the two in Pegasus were situated very close together and therefore was a waste of resources. J McBride noted that this would be investigated however believed there would be no issue with relocating one of the displays to a suitable location in Woodend.

B Cairns asked if old bus shelters that were replaced, were disposed of or restored and reused. J McBride replied those that could be repurposed were and advised that two restored bus shelters from Rangiora would be installed at Waikuku Beach.

P Redmond asked if staff had data on the use of particular bus stops. J McBride noted that they did and that data was used when preparing the programme.

S Powell noted that the footpath widening in Woodend was mainly around power poles. She asked if the footpath widening at the southern end of Woodend for the proposed cycleway would be funded from the cycleway budget. J McBride replied that it would be funded from the Transport Choices Budget.

Moved: I Fong Seconded: R Mather

THAT the Woodend-Sefton Community Board:

(a) **Receives** Report No. 230601081344.

AND

THAT the Woodend-Sefton Community Board recommends:

THAT the Utilities and Roothing Committee:

(b) **Approves** the attached 2023/24 Proposed Roothing Capital Works

Programme (TRIM No. 230306030136).

- (c) **Authorises** the Roading and Transport Manager to make minor changes to this programme as a result of consultation or technical issues that may arise during the detailed planning phase, provided the approved budgets and levels of service were met, and the changes included in Quarterly Financial reporting.
- (d) **Endorses** the indicative Roading Programme for the 2024/25, 2025/26 and 2026/27 years.

CARRIED

6.3 **Waikuku Beach Drainage Investigations Update – J Recker (Stormwater and Waterways Manager)**

J Recker spoke to the report noting the purpose was to update the Board on progress with the various drainage investigations underway in the Waikuku Beach area. As a result of flooding in May 2021, December 2021 and February 2022 storm events, several areas were identified for further investigation and work in Waikuku Beach to mitigate flooding.

R Mather asked what a 'Wastop' was and J Recker explained that it was a valve that prevented the water from going through the pipe and potentially flooding through the sumps when the tide rose on one seaward end.

I Fong asked if the yellow makings in figure three on page four of the report indicated new piping. J Recker noted that it indicated upgraded pipes and sumps. I Fong also queried if staff should be looking at the southern side of the reserve as well as the northern side as it also was prone to flooding. J Recker replied that was something that could be further investigated during the hydraulic analysis stage.

A Thompson understood this was a very low lying area therefore he did not see that the hydrology reports would show further information and asked what staff expected the hydrology report might achieve. J Recker replied that staff were looking at the elevation of the proposed system that was being installed to ensuring it would be providing the benefit required.

A Thompson noted that there was budget for a pump and trailer that would be stored at the Council's Water Unit compound and enquired what financial year this was scheduled. J Recker stated that this was part of the current works and was included in the 2024/25 year. A Thompson confirmed that the pump and trailer would be dedicated to a particular area or would it be intended to be used district wide. J Recker believed that it had been intended for this project and therefore would be for the Waikuku area only.

A Thompson queried if a consent from Environment Canterbury would be required. J Recker replied that any work which was connected through the stopbank would require consent.

S Powell noted some of this work would not be completed before winter arrived with possible heavy weather and enquired how long it took to deploy a temporary pump. J Recker understood that there were temporary pumps on standby for the rain events and there were certain locations where they were most commonly deployed. It was a matter of a day to get the pumps deployed, however preparations were started as soon as rain warnings were issued.

P Redmond noted that the report referred to soak pits and asked how affective soak pits were given that there was a high water table in Waikuku. J Recker replied that even with the high water tables soakpits were able to drain laterally.

Moved: A Thompson

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230531080636.
- (b) **Notes** the following progress on several areas identified for further investigation in Waikuku Beach:
 - Waikuku Beach Campground – Flood strategy report complete.
 - Swindells Road – Options report complete.
 - Collins Drive – Wastop installation complete.
 - Kiwi Avenue Reserve / Broadway Avenue – Construction of the Broadway Avenue stormwater improvements has been completed in May 2023.
 - Waikuku Beach Domain – Flood investigation in progress.
 - Reserve Road / Broadway Avenue/Kiwi Avenue – Six soakpits refurbished at 29 Kiwi Avenue, 14 Kiwi Avenue, 6 Macdonalds Lane and at the intersection of Cross Street and Reserve Road. Additional soakpit installed at 16 Broadway Avenue.
 - Kings Avenue – Allocated \$50,000 of budget in 2023/24 for design and construction.
 - Northside Drive - Allocated \$50,000 of budget in 2023/24 for design and construction.
- (c) **Notes** that a report would be brought to the Woodend-Sefton Community Board for feedback on the proposed upgrading works in the Swindells Road.
- (d) **Circulates** this report to the Utilities and Roading Committee for their information.

CARRIED

P Redmond thanked staff for the comprehensive report and he hoped that residents would pick up the direction that was occurring in Waikuku regarding drainage and the improvements that were proposed. It was good to see some progress being made.

6.4 **Park Terrace Berm Replacement Planting Plan – Waikuku Beach – G Stephens (Greenspace Design and Planning Team Leader)**

G Stephens took the report as read noting that the Council had carried out consultation on the plan and had responded to the feedback received by removing cabbage trees from the list of proposed plants and amending the width of the grass berm. He informed the Board that there was currently \$20,000 available in the operational budgets. He noted staff had recommended that the vast majority of the area should be planted with plants that would reach a height of about four metres and at the ends there would be lower planting to enable the view was not impacted. This had been done based on feedback received from certain property owners.

He noted that staff had done a more in-depth cost estimate with the proposed planting costs at approximately \$30,000.

B Cairns enquired how much of the proposed \$30,000 cost for replanting was allocated to the purchase of plants. G Stephens replied that staff estimated that the cost of the plants alone was approximately \$12,000-\$15,000.

B Cairns asked if there was an opportunity to set up a community planting day as the Council had done in other areas. G Stephens replied that a community planting day was a fantastic opportunity for the Board to interact and for building communities however it did not save on costs as planting days took a significant more staff time and a lot more work to organise.

A Thompson noted that in a practical sense it would be unacceptable to leave the area with incomplete planting. G Stephens noted that currently there was sufficient budget to plant two thirds of the proposed area within the 2022/23 and 2023/24 financial years. However, the remaining \$10,000 could be covered by an allocation from the Board's General Landscaping budget which would ensure the project was completed.

A Thompson asked if staff had seen instances like this where an area was planted over a number of years. G Stephens noted that the Council had done this along Hakatere Road between Pegasus and Gladstone doing a section at a time which had been successful.

R Mather noted that the report mentioned this project was scheduled to be completed by spring 2023. She asked how confident staff were with this timeframe. G Stephens replied that the timeframe relied on the Board allocating money towards the project.

S Powell asked if the planting would be impacted by the size of the stumps that remained in the area. G Stephens noted that it was not uncommon for the Council to replant areas like this with plants being placed in a way that would conceal the stumps over time.

P Redmond noted that there were seven respondents to the consultation, which seemed very targeted. He asked if staff were happy with the level of response and did all the properties opposite the area respond. G Stephens replied that it was always difficult to know how much feedback the Council would receive. Information had been hand delivered to houses surrounding the planting area, online information had been available and there was a poster in the local café with information on the project.

P Redmond asked if it was intended to provide further updates to the residents most effected by the planting work to be carried out. G Stephens replied that they would be working with the Council's communications team on a plan.

Moved: R Mather Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. TRIM number. 230601081392.
- (b) **Notes** the attached results of the community consultation (Trim: 230601081387) which concluded 24 May 2023 regarding the proposed native planting along Park Terrace.
- (c) **Notes** that seven responses were received, and all were in general support of native planting plan with minor changes as discussed and included where appropriate in the attached plan (Trim 230607083811)
- (d) **Approves** the implementation of the Waikuku Beach Park Terrace Berm Replacement Planting Plan (Trim 230607083811).
- (e) **Notes** that this report did not seek budget allocation towards this planting however approval of the plan allowed future allocation of

budget such as from the Boards' General Landscaping Budget.

CARRIED

R Mather noted that this planting needed to be completed and she supported A Thompson's views of not staggering the planting. She was looking forward to seeing the plants in and looking healthy.

B Cairns concurred with R Mathers comments.

S Powell noted that she was in support of the planting plan. She commented that she would suggest that a priority be given to the middle section if the planting was staggered.

6.5 **Woodend-Sefton General Landscaping Budget - H Belworthy (Landscape Architect)**

H Belworthy spoke to the report noting that the Board had requested that staff investigate options for allocating its General Landscape budget. One of the options was the provision of a shelter in the Gladstone Dog Park. The other being the native revegetation of Park Terrace. Staff had recommended that the Board approved remaining General Landscaping Budget of \$9,090 towards the native revegetation to ensure this project could be completed in the 2023/24 financial year.

M Paterson asked what the status was of the Gladstone Park project. S Powell explained that the Board had previously allocated \$4,000 to the planting around the Waikuku Beach Pond and requested staff to investigate costings for a shelter at the Gladstone dog park with possibly some planting. However, the shelter had cost more than anticipated. H Belworthy noted that staff had met with the Mens Shed and Lions Club who were interested in assisting with this project however they had not officially confirmed their involvement to date, which was why it was recommended that the Board spend its remaining 2022/23 landscaping budget on the Waikuku Beach planting. Staff could look at the dog park shelter as an option for the next financial year when the Mens Shed and Lions Club confirmed their involvement.

A suggestion was made to reallocate the \$4,000 allocated to the Waikuku pond rejuvenation to the replanting project in Waikuku to ensure there was sufficient budget and consider the pond rejuvenation project for the following financial year once the environmental funding was secured. A Thompson stated that he was a strong supporter of the Waikuku Beach Pond rejuvenation, and believed there was significant benefits to come from having secured funding when applying for the environmental funding. The \$4,000 was insufficient and queried the status of the application to the Green Philanthropy Fund. H Belworthy replied that she did not believe they would fund this project however she had emailed the website and asked for some confirmation of when the fund was scheduled to open and was yet to get a response.

B Cairns noted that he was invited to the Green Philanthropy Fund opening and the Group had been very keen to support projects within the North Canterbury region.

It was agreed that the Board meeting should be adjourned at 6:28pm to enable the Board to have a workshop regarding Item 6.5.

Moved: S Powell

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Agrees** to adjourn the Board meeting to enable the Board to hold a workshop on Item 6.5.

CARRIED

Moved: S Powell

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Agrees** that the Board meeting be reconvened.

CARRIED

The Board meeting reconvened at 6:36pm.

Moved: M Paterson

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230530079669.
- (b) **Notes** the Board currently had \$9,090 available to allocate towards general landscaping projects within the Woodend Sefton ward.
- (c) **Notes** the previous report (Trim: 230601081392) updated the Board on the results of the community consultation and sought approval for the implementation of the proposed native planting plan for the area to the west of Park Terrace, Waikuku Beach.
- (d) **Approves** the allocation of \$9,090 towards the native revegetation in area of previous hedge alongside Park Terrace, Waikuku Beach.

CARRIED

B Cairns noted that the Council had removed the hedge and now the planting needed to be completed to make the area look tidier than it was currently.

P Redmond concurred with B Cairns comments. He reminded staff to keep the community informed with what was happening and not to be afraid to use the rating database to ensure the correct people were kept informed i.e the neighbouring properties. He believed the allocation of the funding was a good outcome and the project needed to be completed.

R Mather fully supported the planting however believed it was important that the Board not lose sight of the Gladstone Dog Park project and that further information should be forthcoming.

S Powell concurred with R Mathers comments. She noted that the hedge needed to be removed and that replanting should be completed within the year. However, the Board had talked about the dog park for years and it could not lose sight of the proposed improvements as it was a great asset for the community. She supported the retention of the berm along Park Terrace to enable people could walk safely next to the road.

6.6 **Road Naming – New Style Homes Limited – S Morrow (Rates Officer – Property Specialist)**

S Morrow spoke to the report which sought the Board's consideration and approval to a new road name as part of a residential subdivision at 44 Eders Road in Woodend, which would be subdivided into approximately nine lots.

P Redmond asked if New Style Homes had access to the Board's pre-approved road naming list when they proposed the names in the report. S Morrow replied that he had given them the list and explained the Board's preference for names with historical connection to the area. However, in this instance the Developer had chosen to submit its own names.

I Fong asked if there was an option to refer the matter back to the developer with the pre-approved road naming list and request them to choose a name from the list. S Morrow replied that he had already discussed the matter with them, however, the Board had the ability to replace the name with a name from the list.

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230531080311.
- (b) **Approves** the name Olearia Lane for the new private Right of Way on Lot 4 DP 42925 as shown on the attached plan:
- (c) **Notes** that the Community Board may replace any proposed name with a name of its choice.

CARRIED

I Fong against

S Powell commented that the Developer had noted that he preferred a different option and felt that Olearia was similar to one of the names suggested and was not related to a person or family in the area.

6.7 **Application to the Woodend-Sefton Community Board's 2022/23 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read noting that it was nice to see a Sefton based group applying for funding.

Moved: M Paterson

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230525076348.
- (b) **Approves** a grant of \$500 to Sefton Netball Club for the purchase of new equipment.

CARRIED

M Paterson commented that most sports clubs were struggling financially therefore anything the Board could do to assist was positive.

B Cairns concurred with M Paterson's comment noting that it was encouraging to see clubs being financially prudent and that the Sefton Netball Club were doing well.

P Redmond supported the grant. He commented that this was the last grant for the current financial year. The Board would have some funds to carry forward to the 2023/24 financial year.

S Powell supported the grant. She believed that team uniforms were important as they gave a sense of identity.

6.8 **Member for Representation Review Working Party – S Nichols (Governance Manager)**

K Rabe took the report as read.

Moved: R Mather Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230516070971.
- (b) **Appoints** Board member S Powell (non-Councillor) to the Representation Review Working Party.
- (c) **Notes** that one member (non-Councillor) from each of the Rangiora-Ashley, Kaiapoi-Tuahwi, Woodend-Sefton and Oxford-Ohoka Community Boards would be appointed by their respective Boards to be members of the Representation Review Working Party.
- (d) **Notes** Councillors Goldsworthy, Mealings and Redmond have been appointed by the Council, alongside the Mayor to the membership of the Representation Review Working Party.
- (e) **Notes** the initial work of the group is to determine with further clarity the need to undertake a full Representation Review prior to the 2025 Local Body elections, and report back to the Council prior to December 2023.
- (f) **Notes** the working party meetings will most likely be held on Thursday mornings, on a regular basis once membership is fully established.

CARRIED

6.9 **Amendments to Standing Orders for the Woodend-Sefton Community Board – T Kunkel (Governance Team Leader)**

K Rabe spoke to the report noting that the Board had gone over the standing orders several times over the last few months. Staff had captured all the comments from Elected Members and made changes.

Moved: P Redmond Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230322039615.
- (b) **Adopts** the updated Community Boards Standing Orders June 2023 (Trim 230524076131), effective from 13 June 2023.

CARRIED

P Redmond commented that this was just correcting and updating the standing orders. Rangiora-Ashley Community Board Chair Jim Gerard and himself spent some time going through the standing orders and they were better.

R Mather commented that they had been thoroughly gone through.

S Powell noted that she had picked up some mistakes the last time.

7 CORRESPONDENCE

7.1 Proposed Waikuku Residents / Community Association

Trim Ref: 230531079880.

7.2 Letter of Support – Application to Tourism Infrastructure Fund

Trim Ref: 23050564419.

7.3 Memo – Poisoned Tree Removal – Mike Kwant (Community Projects Officer)

Trim Ref: 230531080542.

S Powell noted that the letter of support to the Tourism Infrastructure Fund was a funding opportunity that presented itself and staff had only days to get the application submitted, therefore she had written a letter of support based on the Board's Annual Plan submission. The funding was to renew the Woodend toilets on School Road.

Moved: S Powell

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the correspondence from N Sutherland (Trim Ref: 230531079880).
- (b) **Receives** the letter of support for Application to Tourism Infrastructure Fund for Woodend Town Centre toilets (Trim Ref: 23050564419).
- (c) **Receives** the memorandum from M Kwant (Community Projects Officer) on Poisoned Tree Removal (Trim Ref: 230531080542).

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2023

Moved: S Powell

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230606082558).

CARRIED

9 MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 3 May 2023.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 8 May 2023.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 April 2023.
- 9.4. Spraying and Chemical Usage - Waterways and Roading Spraying Information – Report to Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.
- 9.5. Waimakariri District Council Bylaw and Policy Review Programme– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 9.6. Three Waters Transition: Scope of Property Transfer– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 9.7. Voting Method and Representation Review for 2025 Election – Report to Council meeting 2 May 2023 – Circulates to all Boards.

- 9.8. Health, Safety and Wellbeing Report April 2023 – Report to Council meeting 2 May 2023 Circulates to all Boards.
- 9.9. Update of Standing Orders for Council, Cttees, Sub-Cttees Joint Cttees and Hearings– Report to Council Extraordinary meeting 16 May 2023 – Circulates to all Boards.
- 9.10. Aquatics May Update – Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.11. Libraries update to May 11, 2023– Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.12. Water Quality and Compliance Annual Report 2021-22 – Report to Utilities and Roading Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.13. On-Demand UV Disinfection headworks site configurations – Report to Utilities and Roading Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.14. Health, Safety and Wellbeing Report – May 2023 – Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.15. Submission: Electric Vehicle Charging Infrastructure Strategy– Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.16. Customer Satisfaction Survey 2022– Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.17. Establishment of a Promotions Associations Review Working Group – Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.18. Draft Road Reserve Management Policy – Report to Council meeting 6 June 2023 – Circulates to all Boards.

Moved: B Cairns

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

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

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

A Thompson

- Working with staff regarding the invasive weeds on Beach Road Waikuku Beach and was pleased to say they were close to having a solution.

M Paterson

- Attended the Woodpecker Trust Annual General Meeting as the Woodend Community Association representative. The Woodpecker Trust was strong in the area.

R Mather

- Attended the Grey Power meeting – They had 562 members, 52 of which were unfinancial. They had five new members had joined in the last month, and they were all from Darfield. Fifteen people had left due to immobility or transport cost issues. There were concerns regarding hospital signs that did not include any English.

S Powell asked if they were having issues with membership in terms of people not being happy to come out to meetings. R Mather noted that she was always surprised at the number of people that turned up to their meetings.

B Cairns

- Taking slow steps to getting the Pegasus Residents Youth Group set up so that they could organize events. Nine students had put their names forward. They were waiting to have their first meeting so they could organise what would potentially be a movie night. He thanked staff for their support.
- Recently the Pegasus Woodend Food Forest had a volunteer event – It was wonderful to see the range of ages that attended. They were getting support again from the Council's Greenspace Team, who had indicated that there may be some boarder timber available from the renewal of wharf timber from Lyttleton which could be utilised for the boarders around the food forest. This would mean it would be tidier and easier to maintain.
- The Council had set up a Promotions Working Group. The group were scheduled to have their first meeting shortly. Currently there was no Promotions Association for Woodend, Pegasus, or Ravenswood so subsequently the group hoped to establish a format where funding could be provided to those people wanting to run events in this particular area.
- On Thursday 15 June 2023 there was a public meeting relating to CCTV cameras in Pegasus. This had been initiated by a similar event at Sovereign Palms which was held a few weeks ago with the residents. Around 100 residents turned up to the meeting with the proposed outcome to raise money to have community cameras installed around their particular subdivision. Silverstream had also shown interest in cameras as well. The concern was that there needed to be a Council policy on how to manage and monitor cameras in the district.
- There was a large Matariki event being planned in Kaiapoi at Norman Kirk Park. This would be the first major event to be held at the park.

S Powell noted that cameras had been talked about for a number of years, however the budget and locations had been a stalling point. C Brown noted that budget had been set aside in the previous Long Term Plan for a network plan for the Kaiapoi and Rangiora areas however at the time Grant MacLeod (Greenspace Manager) asked the community for feedback priority had been given to Cust and the Rangiora Airfield. The third camera would be a temporary moveable camera to go in Gladstone Park and could potentially be moved around to other areas. Council was now looking at developing a strategy as the number of communities wanting cameras had escalated.

11 CONSULTATION PROJECTS

Nil.

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

Balance as at 31 May 2023: \$3,210.

12.2 General Landscaping Fund

Balance as at 31 May 2023: \$13,090.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 10 July 2023 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.12pm.

CONFIRMED

Chairperson

Date

Briefing

(7.12pm – 8.05pm)

- *Pegasus Community Centre – Chris Brown (General Manager Community and Recreation) – see notes.*

Workshop

(8.05pm – 8.16pm)

- *Grants – Kay Rabe (Governance Advisor) – see notes.*
- *Members Forum*

NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD HELD IN THE TODD ROOM, PEGASUS COMMUNITY CENTRE ON MONDAY 26 JUNE 2023, COMMENCING AT 3PM.

PRESENT

Shona Powell (Chairperson), Brent Cairns and Rhonda Mather.

IN ATTENDANCE

H Downie (Senior Advisor Strategy and Programme), M Maxwell (Strategy and Business Manager) and K Rabe (Governance Adviser).

APOLOGIES

There were apologies from I Fong and P Redmond.

1. Woodend Pegasus Area Strategy

Presenter(s) H Downie and M Maxwell

Trim Refs: 230406048705, 230619089942, 230403046367

Key points:

- Connectivity major issue for the Woodend community.
- SH1 biggest influence for split community issues include:
 - Inability to cross SH1 easily
 - Lack of parking at shopping centre
 - Noise of traffic makes casual conversations on roadside difficult.
 - Outside dining unattractive.
 - Pedestrian safety.
 - Proposed safety initiatives will increase issues with inability to get from one side of the road to the other as well as increasing congestion with more lights and roundabouts.
- Fast growth in population. Projected population figures and timeframes are being used for when infrastructure should be in place are not at all accurate and will be reached soon e.g. community facilities at Ravenswood increase in retail at Ravenswood.
- Growth impacts for students – two primary schools rolls increasing with Kaiapoi High School being the only feeder senior school at present.
- Lack of effective bus service makes moving round the district difficult.
- Growth numbers should trigger action on bypass in conjunction with pedestrian safety.

Other issues:

- Bottle neck of traffic at Pegasus roundabout, especially with the proposed one lane option and raised safety platforms.
- Need to have another exit/entry for Pegasus (possibly from Pegasus Main Street to Gladstone Road). However, this puts pressure on that intersection with SH1. Gladstone/SH1 intersection is too close to the School Road intersection, so possibly utilise Petries Road, as there is more room on SH1 for a safe intersection design. Another possibility if Petries Road isn't suitable is utilising Judsons Road, however this would require a lot of work. Infinity Drive connection to Gladstone Road probably not suitable as this would still cause a bottle neck at the Boulevard/Infinity Drive roundabout with all traffic going through here and little or no advantage for emergency services.
- Infinity Drive not suitable as still cause bottle neck with all traffic going through the same roundabout and little or no advantage for emergency services.
- Mobility issues for people using mobility scooters with power poles blocking footpaths in Woodend.

- Some of the roadside gardens need work especially the ones outside Honda. There is room for some more tree planting along SH1 through Woodend commercial area.
- Real need and desire for bypass. Query regarding bypass designation expiry date.
- Increase and better design of shopping area car park in Woodend query if there is any Council owned land in the area.
- Current path across Gladstone Park is good but not fully utilised as no lighting or shelter.

Positives

- Ravenswood highly visible and easy to access from SH1 leading to increase in business for area.
- Original concept plan for Pegasus showed Gladstone Park extension to the east which would open the area up with parking and possibly an orchard to complement the food forest and menzshed and would give easy access to Gladstone Park for residents in Pegasus.
- Older and disabled demographic drawn to Pegasus due to easy accessibility both to live and to visit. This could be capitalised on and discussion on working with Te Kohaka Trust to get wheelchair friendly path and viewing platform near wetlands.
- Pegasus and Waikuku Beach attracts birdwatchers and photographers so work with that to improve ways of viewing and accessing wetlands.
- Build on cultural history aspect. Major trading post for food and pounamu. Work with Trust and Runanga to display and promote Kaiapoi Pa. Increase cultural/history signage.
- Waikuku Beach has new initiatives such as work on pond, clearing up honeysuckle and encouraging native growth, replanting of hedge area with native plantings however road to beach and carpark need maintenance. Spatial activity plan approved earlier this year for Waikuku Beach reserve land.

Suggestion

- Create a concept plan of how Woodend could look with the bypass. Wide avenue with trees and roadway plantings with wide footpaths which make accessibility easy. Use this a leverage to show stakeholders what could be achieved if bypass was allowed with access from Gladstone Road allowing easy access to SH1.

Actions:

- H Downie to confirm expiry date of bypass designation.
- Investigation on opening up to Gladstone Road – population trigger.
- Internal work and discussions to move strategy forward
- Cross referencing to other strategies and policies to ensure no duplication or contradictions.
- H Downie to be update Board once any further information comes to hand.

There being no further business the workshop concluded at 4.30pm.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-09-06 / 230609084760

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 10 July 2023

AUTHOR(S): Kay Rabe - Governance Advisor

SUBJECT: Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Budget

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

_____ General Manager

_____ Chief Executive

1. SUMMARY

- 1.1 This report provides information regarding the Woodend-Sefton Community Board's (the Board) 2023/24 General Landscaping Budget and the 2023/4 Discretionary Grant Fund.
- 1.2 This report also requests the Board consider for approval the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2023/24 financial year.

Attachments:

- i. Draft Woodend-Sefton Community Board's 2023/24 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089866).
- ii. Draft Woodend-Sefton Community Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- iii. Draft Financial Template for Informal Groups (Trim Ref: 230627095307).

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230609084760.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 is \$13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 is \$4,400 and that an amount of \$3,210 is expected to be carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$7,610 for this financial year.
- (d) **Approves** the Board's 2023/24 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

3. **BACKGROUND**

- 3.1 The Council allocates a General Landscaping Budget to each Community Board to be expended on appropriate projects and initiatives in each Board's community area and the Council's Greenspace Team. This fund is not a contestable fund.
- 3.2 The Discretionary Grant Fund is a contestable fund enabling community groups and organisations meeting the relevant criteria to seek funding for various events, initiatives, and projects.

4 **ISSUES AND OPTIONS**

- 4.1 The **General Landscaping Fund's** 2023/24 financial year allocation approved by the Council for the Woodend-Sefton Community Board is \$13,680. However, the amount to be carried forward from the 2023/24 financial year is still to be determined as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the August 2023 meeting.
- 4.2 A workshop will be held for the Board and the Council's Greenspace Team to identify a range of potential projects for funding during the 2023/24 financial year. If the Board decides to allocate all or part of the 2023/24 Landscaping Fund, a report seeking the Board's formal approval for funding identified projects will then be presented to a subsequent Board meeting.
- 4.3 The **2023/24 Discretionary Grant Fund** approved by the Council for the Board is \$4,400. An unspent amount of \$3,210 is expected to be carried forward from the 2022/23 financial year, thereby bringing the Discretionary Grant Fund to a total of \$7,610 for this financial year.
- 4.4 Not all eligible groups may be aware of the fund, so it is therefore essential that Community Board members continue to be pro-active in this regard through networking and community groups they interact with. It is recommended that the Board regularly review the remaining balance of the budget and fund to ensure that it is on track to be spent.
- 4.5 Staff will periodically advertise the Discretionary Grant through the Community Notice Board page in the Northern Outlook and Chatter. In addition, application forms are available on the Council website, from Service Centres or by contacting the Governance Support Team.
- 4.6 Various workshops were held to review the Discretionary Grant Fund applications, criteria and accountability during May and June 2023. Feedback was sought on the following aspects:
- Amount of maximum grant allowable
 - Ability for groups to access all four community boards for funding.
 - Whether small, informal groups should be encouraged to apply.
 - Requirements for financial records and the scope of what would be appropriate.
 - Requirement for more formal accountability in the form of proof of purchase.
 - Request for photos of events/ item purchased.
 - Request for permission to put photos on Board's websites.
- 4.7 As a result of the feedback received from the Boards Draft Application and Accountability forms and a template for the financial requirements of informal community groups are presented to the Board for approval for the 2023/24 financial year.
- 4.8 **Implications for Community Wellbeing**
There are no significant implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.9 The Management Team has reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana whenua

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report. However, they may wish to apply for funding for events and projects.

5.2 Groups and Organisations

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

5.3 Wider Community

The wider community is not likely to be affected by or be interested in this report's subject matter. However, it should be noted that the funding allocated to community groups and the landscaping projects will increase the general feeling of wellbeing within the Board's community.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

There are financial implications of the decisions sought by this report. The Council has approved an allocation of \$13,680 to the Board's General Landscaping Fund for the 2023/24 financial year. The amount to be carried forward from the 2022/23 financial year will be determined once the outstanding invoices have been processed.

The Annual Plan for 2023/24 includes budget provision for the Woodend-Sefton Community Board to approve grants to community groups up to \$4,400. An amount of \$3,210 is expected to be carried forward from the 2022/23 financial year, bringing the Discretionary Grant Fund to a total of \$7,610 for this financial year.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

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

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

The Community Boards have delegated authority for both funds.

GOVERNANCE**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 being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

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

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

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

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

Criteria for application

- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Allocations from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June), but the group can apply up to twice in that year, providing it is for different projects. The Board will consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit is provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Woodend-Sefton Community Board, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Woodend-Sefton Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied.
- Relevant proof of purchase such as receipts, banks statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilize these photos on its website to encourage other community groups' participation.
- In the event that funds are not spent on the project within the financial year, or activity applied for, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will not be accepted until the Council receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants ²⁷2023/2024

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

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

Overall cost of project: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

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

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

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

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

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

If yes, name of parent group: _____

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

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

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

If yes, please supply details:

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

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

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

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

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

Please note: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: _____ Date: _____

GOVERNANCE

Woodend-Sefton Community Board

Accountability Form for 2023/2024 Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

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

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

Please complete when the project is completed and return within three months after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilize the photos on its website. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details of how money was spent including receipts or bank statement as proof of purchase:

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

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

(Use additional pages if necessary)

Permission to use photos on Board’s website: Yes No

Continued over page

Two authorised signatories to complete the details below.³⁰

Date: _____

Date: _____

First contact name: _____

Second contact: _____

Signature: _____

Signature: _____

Position: _____

Position: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Address: _____

Return to:

Governance Team

Waimakariri District Council

Private Bag 1005

Rangiora 7440

OR

IM@wmk.govt.nz

Organisations Name

Start and end date of the grant term goes here

This date should be for the next 12 months or your financial year

This spreadsheet will automatically calculate totals and balances

Funding request

Add grant details here

Budgeted amount

Amount requested

--	--

Other income received

List all expected and confirmed income towards your operating costs

Budgeted amount

TOTAL INCOME \$0.00

EXPENDITURE

List all confirmed and expected operating expenses

Budgeted amount

Amount budgeted

TOTAL EXPENDITURE \$0.00

Operational Surplus/Deficit

WAIMAKARIRI DISTRICT COUNCIL**REPORT**

FILE NO and TRIM NO: GOV-26-09-06 / 230623093998

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 10 July 2023

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund

ENDORSED BY:

(for Reports to Council,
Committees or Boards)

General Manager



Chief Executive

1 **SUMMARY**

1.1 The purpose of this report is to consider the following three applications for funding:

Name of Organisation	Purpose	Amount requested
North Canterbury Federation of Women's Institute	Towards hall hire, publicity and tutor fees.	\$200
Waikuku Beach Surf Life Saving Club	Towards the purchase and installation of a new garage door	\$4,500
Waikuku Beach Indoor Market	Towards building shelving and display units	\$500
Total:		\$5,200

Attachments:

- i. Application from the North Canterbury Federation of Women's Institute (Trim Ref: 230616089732).
- ii. Application from the Waikuku Beach Surf Life Saving Club (Trim Ref: 23016094366).
- iii. Application from the Waikuku Beach Indoor Market (Trim Ref: 230626094944).
- iv. Spreadsheet showing previous two years' grants.
- v. Board funding criteria 2023/24. (Trim Ref: 210603089821).

2 **RECOMMENDATION**

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230623093998.
- (b) **Approves** a grant of \$..... to the North Canterbury Federation Women's Institute towards the cost of hall hire, publicity and tutor fees.

OR

- (c) **Declines** the application from the North Canterbury Federation Women's Institute.

- (d) **Approves** a grant of \$..... to the Waikuku Beach Surf Life Saving Club towards the purchase and installation of a new garage door.

OR

- (e) **Declines** the application from the Waikuku Beach Surf Life Saving Club.

- (f) **Approves** a grant of \$..... to the Waikuku Beach Indoor Market towards building shelving and display units.

OR

- (g) **Declines** the application from the Waikuku Beach Indoor Market.

3 BACKGROUND

- 3.1 The **North Canterbury Federation Women's Institute (WI)** will be hosting a craft day and require funding toward the hall hire, advertising and tutor fees.
- 3.2 The **Waikuku Beach Surf Life Saving Club** is requesting funding towards the purchase and installation of a new garage door for the rear of the IRB shed.
- 3.3 The current balance of the 2023/24 Discretionary Grant fund is \$7,610.

4 ISSUES AND OPTIONS

North Canterbury Federation Women's Institute (WI)

- 4.1 The North Canterbury Federation Women's Institute started in 1921 and has remained relevant for women in town and country communities ever since. Originally the aim was the improvement and development of community life in rural areas by bringing women together to discuss matters of mutual interest and concern. The organisation is non-political and non-sectarian and open to all women of the community.
- 4.2 Today the WI is more about offering friendship and fun and getting involved with local community. It also focuses on encouraging leadership and teaching and sharing homemaking skills, which in are being eroded in the modern, fast paced environment we live in today.
- 4.3 The WI intends to host a Craft Day in July 2023 at the Sefton Public Hall to enable their members to learn new skills and to pass on their knowledge to other women. The total cost of the day is expected to be approximately \$800. The requested funding will go towards the cost of hall hire, publicity and towards tutor fees. Any extra funding required will be sourced by the WI's.
- 4.4 The day is expected to attract approximately 40 people who would all benefit from this venture, both in learning new skills and by spending time with like-minded people and the roll on affects for the community when the skills taught are shared with other groups in the community and family members including children. Members will also use the new skills learnt when competing in the National Hand Craft Competition and local events. It must also be noted that many WI members are active in their communities and pass on skills and knowledge when volunteering and interacting with other community groups.
- 4.5 Most of the members are from the Waimakariri District with only approximately five percent coming from Christchurch and Hurunui. If this application is unsuccessful the Craft Day will proceed, however, it would have to be funded from funds set aside for commitments to the local community.
- 4.6 WI has applied for funding from the Mealing Estate Trust which is administrated by the New Zealand Federation of Women's Institute. This funding, if successful, will be used for specialist craft tutors.

- 4.9 The WI has previous applied to the Woodend-Sefton and the Rangiora-Ashley Community Boars for funding as the majority of members are from these two areas. The following funding was granted to the WI and All Accountability Forms have been received:

Date	Project	Amount
June 2021 (RACB)	Hall hire and craft supplies	\$260
July 2022 (WSCB)	Hall hire and craft supplies	\$200

Waikuku Beach Surf Life Saving Club (the Club)

- 4.10 Following the formation of the Waikuku Beach Surf Life Saving Club in 1975, the Club operated from a renovated changing room block at the beach. It was quickly evident that a much larger facility would be required as active club membership had doubled each year. On Saturday 8 December 1979 the new club rooms were officially opened by Mr Derek Quigley.
- 4.11 The Club actively promotes internal skill development rather than importing qualified members from other clubs and now operates full patrols with Inflatable Rescue Board (IRB) and Pre Hospital Emergency Care (PHEC), Oxygen and first aid qualified lifeguards. Junior members are now moving up to senior sport grades and the Club has a great expectation for the future. In 2010 the Club was awarded the North Canterbury Club of the year at the Main Power Sports Awards, and at the same ceremony three members of the Club were awarded the Rescue of the Year for saving the life of a man who got into difficulty whiles boarding.\
- 4.11 The Club is training with members of the Search and Rescue (SAR) team for flood water rescue and wish to purchase and install a new garage door to the rear of the IRB shed for easy access to the boat during an emergency situation. By installing this door, it allows easy and safe access and removes the need to drive up and over the ever growing sand dunes. All sectors of the community will benefit by the prompt response during emergencies, and it is considered a health and safety issue.
- 4.12 The Club has applied to the Surf Life Saving New Zealand for the new storage shed However, no funding has been sought for the purchase of the door, nevertheless the project will proceed even if the application is unsuccessful. The Club has previously applied to the Board for funding in December 2020 for funding for a muffler for its patrol vehicle and the required Accountability Form has been received.

Waikuku Beach Indoor Market (the Market)

- 4.13 The aim of the Waikuku Market is to support local crafters by providing them the opportunity to showcase and sell their goods. This is a new venture, and the Waikuku Beach Hall is the perfect place for the market as its centrally located and warm in winter and in summer the crafters will be protected from the sun or wind. The aim is to also showcase Waikuku as a quaint settlement with a beautiful beach for long walks and surfing, an estuary which is home to abundant birdlife and cycle tracks along the Ashley River and south towards the Tūhaitara Coastal Park and beyond.
- 4.14 The Market will create a platform for home crafters and growers display and sell their goods. As this is a very new venture the funding would be used to build shelving/display units that will assist in setting up the market stalls. All sectors of the community would benefit for the market, and it is hoped that it will attract many visitors to the beach community which in turn generate income for the area.
- 4.15 Some money generated from sales will be reinvested into the development of the market. No other funding has been investigated. Stall holders are paying for their stalls and these funds are used for marketing, facility rental, and providing refreshments for stall holders during the time they are manning their stalls. This is a small informal group who are just starting up.
- 4.16 The Board may approve or decline grants as per the grant guidelines.

4.17 **Implications for Community Wellbeing:**

There are implications on community wellbeing by the issues and options that are the subject matter of this report, by encouraging participation in physical exercise for physical and mental wellbeing.

4.18 The Management Team has reviewed this report.

4 **COMMUNITY VIEWS**

5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

There are no other groups and organisations other than those applying for funding likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community is not likely to be affected by, or to be interested in, this report's subject matter. However, it should be noted that this Craft Day will positively impact the wellbeing of the community especially the elderly and prompt response during emergencies is considered critical to health and safety.

5 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The 2023/24 Annual Plan includes budgetary provision for the Woodend-Sefton Community Board to approve grants to community groups up to a total of \$4,400 in the 2023/24 financial year. An amount of \$3,210 was carried forward from the 2022/23 financial year, thereby bringing the Discretionary Grant Fund to a total of \$7,610 for current financial year.

The application criteria specify that grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), however groups can apply twice in a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Woodend Sefton Community Board's Discretionary Grant Fund 2023/24 is \$7,610.

The Board will only consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit is provided.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

6 **CONTEXT**

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: North Canterbury Federation of Women's InstituteAddress: [REDACTED]Contact Person within Organisation: Ann JelfsPosition within Organisation: PresidentContact phone number: [REDACTED]Email: [REDACTED]

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

Every year the North Canterbury Federation organises a craft day at which from our Institutes and neighbouring Federations learn new crafts of which 2 are featured in our National W.I competitions. The funding will be used for hall hire, publicity and towards experienced tutors fees.

What is the timeframe of the project/event date? 12th July, 2023Overall Cost of Project: \$800.00Amount Requested: \$200.00How many people will directly benefit from this project? 40

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

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

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

Oxford-Ohoka 5 % Rangiora-Ashley 55 % Woodend-Sefton 20 % Kaiapoi-Tuahiwi 15 %Other (please specify): Huronui W.I. Mid Canterbury & Canterbury W.I's 5%If this application is declined, will this event/project still occur? Yes No

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

We will dip into our reserves which are used to support the 7 W.I.s in our District. We support many groups in our community with financial aid or goods.

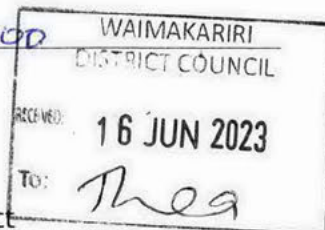
What are the direct benefit(s) to the participants?

The women will learn new skills and gain confidence by learning from excellent tutors. They will also gain knowledge from other women taking part.

RECEIVED

16 JUN 2023 3

BY: _____



What is the benefit(s) to your organisation?

North Canterbury WI compete successfully in our National W-I competitions. They extend their knowledge to other women in W.I.

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

W.I members often judge at local A&P shows. They also support local schools and community groups by teaching children new skills and older women who are isolated.

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

If yes, name of parent group: N.Z. Federation of Women's Institute

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

We are a branch of the N.Z. Federation of Women's Institutes.

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

We have applied to the Mealing Estate Trust which is administered by the N.Z. Federation of W.I.

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

If yes, please supply details:

Last year we applied to the Ashley Woodend/Sefton Community Board, for our Craft day, and was granted the \$200.00 that we applied for.

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

Supporting costs/quotes

Other supporting information

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

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

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

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

Please note: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Ann Jeffs

Date: 15-06-23

NORTH CANTERBURY FEDERATION OF WOMEN'S INSTITUTE - STATEMENT OF INCOME & EXPENDITURE ENDING 31/12/2022

INCOME

Cheque account

Balance 1/01/2022	\$2,096.16
No 2 Account	\$5,014.56
Donations	
N C Fed	\$100.00
NZFWI	\$50.00
South Pacific Fund	\$80.00
Medical Research	\$288.40
Barb Wood Trust	\$65.00
Craft Day	\$400.00
Mealings Trust	\$70.00
Speaker	\$50.00
Literature/Sales/Fundraising	\$973.50
Craft Day	\$898.00
Affiliation Fees	\$5,674.20
Interest	\$6.82
Diaries	\$160.00
AGM Reg.	\$600.00
Pennies for Friendship	\$38.20
Bowls Tournament	\$244.00
	\$16,808.84
Less Expenditure	-\$10,619.01
Balance 31/12/2022	\$6,189.83

EXPENDITURE

Donations	Barbara Wood Trust	\$65.00
	South Pacific Fund	\$80.00
	Medical Research	\$288.40
	NZFWI	\$50.00
	Wairarapa WI AGM	\$50.00
	Mealings Trust	\$70.00
	Peg/Wnd WI - Bowls	\$300.00
Affiliation Fees		\$4,297.20
Diaries		\$189.40
Stationery/Postage		\$103.20
Trophies/Engraving		\$264.00
AGM Reg/Expenses		\$1,699.10
Hall Hire		\$190.00
Bowls		\$213.00
Gifts		\$305.50
NC Fundraising		\$354.54
Craft Day		\$1,547.37
Literature/Badges		\$36.10
Miscellaneous		\$50.00
Transfer to savings		\$5.00
Stationery/Hankies		\$123.00
Petty Cash		\$250.00
Refund Speakers		\$50.00
Refund PFF		\$38.20

\$10,619.01



Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Waikuku Beach Surf Life Saving Club

Address: 1 Bridge st Waikuku

Contact Person within Organisation: Aaron

Position within Organisation: Equipment manager and Life Member

Contact phone number

Email:

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

We wish to install a new garage door in the rear of our IRB shed allowing us to easily respond to incidents away from our beach, we currently have members of our SAR team training for flood water rescue.

What is the timeframe of the project/event date? We wish to complete prior to opening Day in October

Overall Cost of Project: \$4500

Amount Requested: \$4500

How many people will directly benefit from this project? 350+

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

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

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

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

Other (please specify): This will help us respond swiftly to any local flood incident.

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

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

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

Easy and safe access to IRB's removing the need to drive up and over the ever growing and moving sand dunes.

What is the benefit(s) to your organisation?

Health and Safety and a faster service to the community

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

It is the community that will benefit when we are able to respond quickly.

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

If yes, name of parent group: _____

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

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

We have applied to Surf Life Saving New Zealand for the new Storage shed we wish to build but have not made any applications for this door.

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

If yes, please supply details:

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

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

Please note: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed:  _____ Date: 25/6/23



FROM
Kevin Mauchline
Custom Made Garage Doors
 276 Larcombs Road
 RD8 Weedons
www.custommade.co.nz
 PHONE
 +6433478333
 GST NUMBER
 078-649-953

FOR
Aran

QUOTE NUMBER
6743
 DATE
 19 June 2023
 VALID UNTIL
 10 July 2023 at 11:00 AM
[Download PDF](#)

Garage Door Quote - Aran - Waikuku Surf Club

Custom Sectional Door - Smartline Flat Panel	3,395.00 x 1 3,395.00
Custom Sectional Door - Smartline Flat Panel - Size: 2100h x 2800w The Smartline is made of .9 Aluminium and comes powder coated both sides and will be 5 panels high . Price includes supply and install door and Merlin Commander Essential Auto opener with two remotes and one wireless wall button Powder coated in 1 of the standard Powdercoating Dulux colour range	
<input type="checkbox"/> Concrete Fix and Aluminum Strip This is required when there is no timber reveal	175.00 x 1 175.00 Not selected
<input type="checkbox"/> Low Headroom Kit Required if you have less than 320mm of headroom in your garage. Minimum 220 - 250mm required	135.00 x 2 270.00 Not selected
<input type="checkbox"/> Remove & Dump Old Door	145.00 x 1 145.00 Not selected
Travel	40.00
Price subject to site measure.	
	Options selected 0 of 3
	Subtotal 3,435.00
	GST 15% 515.25
	Total NZD including GST \$3,950.25

Terms and Conditions

All goods sold by the company are sold subject to the Company's standard terms and conditions (as attached below) which form part of the Client's contract with the Company. In accepting our quote you acknowledge that you have read and accept our terms and conditions

[Custom Made Garage Doors, Terms and Conditions](#)

**Waikuku Beach
Surf Life Saving Club Inc.**

*Financial Statements
for the year ended 31 March 2023*

IRD 21-639-635

Waikuku Beach Surf Lifesaving Club Inc

Income & Expenditure Account for the year ended 31 March 2023

	<u>2023</u>	<u>2022</u>
Income:		
Donations	7,260.00	10,283.30
Fund Raising	21,895.04	-
Government Funding	31,261.07	73,098.77
Grants	26,182.61	<u>7,544.77</u>
Sponsorship	<u>3,478.26</u>	
Total Donations & Fundraising	90,076.98	90,926.84
<i>Goods & Services</i>		
Clothing & Merchandise	2,636.58	3,929.41
Competitions	8,630.65	3,726.15
Food & Drink	3,269.17	<u>643.57</u>
Lifeguard Services	8,528.00	
Training & Development	<u>1,199.99</u>	
Total Goods & Services	24,264.39	8,299.13
<i>Other receipts</i>		
Board Hire	3,826.08	3,679.33
Club Hire	2,750.00	2,125.00
Reimbursements	478.26	300.00
Sundry income (Capital r/cpt)	<u>1,192.65</u>	<u>3,663.80</u>
Total Sundry/Other Income	8,246.99	9,768.13
Fees & Subscriptions	19,584.91	16,108.35
Interest	<u>3,281.85</u>	<u>946.86</u>
Total Income	145,455.12	126,049.31
<i>less</i>		
Cost of Goods & Services		
Catering Expenses	2,694.52	373.05
Clothing/Swimwear	7,782.42	2,716.20
Sport Expenses	<u>13,338.20</u>	<u>8,194.54</u>
Total Cost of Sales	<u>(23,815.14)</u>	(11,283.79)
Total Gross Income	\$ 121,639.98	\$ 114,765.52

Waikuku Beach Surf Lifesaving Club Inc

Income & Expenditure Account for the year ended 31 March 2023

	<u>2023</u>	<u>2022</u>
<i>Gross Income brought forward</i>	\$ 121,639.98	\$ 114,765.52
<i>less</i>		
Operating Expenses		
Accountancy & Xero	2,063.44	2,127.44
Bank fees	-	0.76
Club vehicle	721.39	231.29
First Aid	1,057.22	2,820.02
General Expenses	629.38	2,012.42
IRB – Running costs	1,362.74	1,630.89
Junior Surf Equipment	1,790.87	-
Lifeguard Fund expenses	11,037.77	9,862.85
Power & Gas	2,586.26	1,899.25
Protective Clothing	1,998.26	3,398.37
Rates	1,424.26	1,347.50
Repairs & Maintenance		
- Building	9,746.42	2,606.99
- IRB	119.20	2,970.01
- Sports & Equipment	4,922.17	4,802.23
Small Assets	2,608.68	4,384.53
Stationery/Post	-	94.52
Telephone/Internet	1,116.24	1,115.32
Training & Development	102.19	13.83
Travel	901.53	
Trophies	226.96	265.04
Website	<u>20.10</u>	<u>17.29</u>
Total Expenses	(44,435.08)	(41,600.55)
Net Operating Surplus	77,204.90	73,164.97
<i>less</i> Depreciation	<u>(30,718.00)</u>	<u>(13,242.00)</u>
Surplus/(deficit) for year	<u>\$ 46,486.90</u>	<u>\$ 59,922.97</u>

Waikuku Beach Surf Lifesaving Club Inc

Statement of Financial Position as at 31 March 2023

	<u>2023</u>	<u>2022</u>
Fixed Assets		
As per Schedule	285,221.23	239,235.86
Current Assets		
Westpac Cheque Account	78,459.03	108,294.36
Westpac – Lifeguard Account	10,621.17	7,383.79
Westpac – Sports Account	31,994.04	13,836.82
Westpac – Term Deposits	<u>113,878.36</u>	<u>111,376.86</u>
	234,952.60	240,891.83
Debtors – A/R	3,717.87	285.00
Petty Cash / Float	100.00	100.00
Stock	5,400.00	5,400.00
GST Refundable	<u>0.00</u>	<u>0.00</u>
	9,217.87	5,785.00
Total Current Assets	<u>244,170.47</u>	<u>246,676.83</u>
Total Assets	485,912.69	485,912.69
<i>less</i>		
Current Liabilities		
Accounts Payable	491.19	652.15
Key Bonds	180.00	180.00
GST payable (net of A/P, A/R)	789.02	3,635.94
Rounding	<u>(0.01)</u>	<u>0.00</u>
	<u>(1,460.20)</u>	<u>(4,468.09)</u>
Net Assets	<u>\$ 527,931.50</u>	<u>\$ 481,444.60</u>
<u>Club Equity</u>		
<u>Represented by:</u>		
Retained Earnings Balance b/fwd	481,119.00	421,196.03
Historic adjustments	325.60	325.60
Surplus (Deficit) for year	<u>46,486.90</u>	<u>59,922.97</u>
Accumulated Funds	<u>\$ 527,931.50</u>	<u>\$ 481,444.60</u>

Waikuku Beach Surf Lifesaving Club Inc

Summary Schedule of Fixed Assets and Depreciation for the year ended 31 March 2022

<u>Date</u> <u>Asset</u>	<u>Cost</u>	<u>OBV</u>	<u>Addn's</u> <u>(Sold)</u>	<u>Gain</u> <u>(Loss)</u>	<u>Depn</u>	<u>CBV</u>
<u>Land & Buildings</u>	244,320	194,420	38,885		1,472	231,834
<u>Vehicles</u>	27,078	19,589			5,877	13,712
<u>Plant & Equipment</u>	<u>292,215</u>	<u>25,227</u>	38,101 (283)	(1,193)	<u>23,369</u>	<u>39,675</u>
TOTAL ASSETS	<u>\$563,613</u>	<u>\$239,236</u>	<u>\$76,703</u>	<u>\$1,193</u>	<u>\$30,718</u>	<u>\$285,221</u>

Waikuku Beach **Surf Lifesaving Club Inc.**

Notes to the Accounts & forming part of the financial statements

General Accounting Policies

The entity is incorporated under the Incorporated Societies Act 1908.

These financial statements have been prepared with generally accepted accounting practice.

Accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical basis are followed by the Club.

Depreciation

Depreciation has been charged based on rates allowed by the Income Tax Act 2007. The details of cost, accumulated depreciation, asset write-off rate are shown on the Schedule of Fixed Assets.

The Inland Revenue allows any asset below \$1000 to be written off as an expense for the current financial year. Higher value purchase items have been shown on the Schedule of Fixed Assets.

Any gains or losses on vehicles/plant sold has been shown as sundry income.

Goods & Services Tax

These financial statements have been prepared on a GST exclusive basis.

Analysis of Grants and Donations for 2022-23

	<u>2023</u>	<u>2022</u>
<u>Donations</u> - Muscle Cars	4,000	4,000
- The Plough Hotel	925	
- Riverstone Motel	375	
- Lions Club	1,000	
- Members	<u>960</u>	<u>6,283</u>
	\$ 7,260	\$ 10,283
<u>Sponsorship</u> - Ravenswood	\$ 3,478	
<u>Grants</u> - SLSNZ – Govt funding	\$ 31,261	73,099
- SLSNZ – Operating		2,545
- Kiwi gaming	8,139	
- Christchurch Casino	4,348	
- Rata Foundation	8,696	
- Waimakariri Council	<u>5,000</u>	<u>5,000</u>
	\$ 26,183	\$ 80,644
Total Funding Received	<u>\$ 68,182</u>	<u>\$ 90,927</u>

Waikuku Beach
Surf Lifesaving Club Inc.

Officers' Declaration

We declare that these financial statements to be a true and accurate record of the transactions and position of the Waikuku Beach Surf Life Saving Club for the year ended 31 March 2023.

.....
President

.....
Treasurer

**Accountants Report to the Members
of the
Waikuku Beach Surf Life Saving Club Inc.**

I have reviewed the electronic records of the Waikuku Beach Surf Life Saving Club Inc. as presented for the period 1 April 2022 – 31 March 2023, and have received all the information and explanations required.

This review is conducted on a test basis by perusal of electronic invoices and invoices/receipts and compared to actual income and expenses as evidenced on bank statements and sundry logs.

It is conventionally accepted to be the committees responsibility to have Financial Statements produced, with an independent review of such being performed. However I have compiled these to my satisfaction, based on the information supplied.

In my review I note the following:

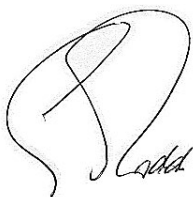
- The club made a net operating profit of \$77,204.90. After depreciation of \$30,718.00 claimed on assets, the club made a net (book) profit of \$46,486.90.
- Although depreciation will decrease over the years (and thus net profit gain), the Club should view this expense as a reminder of the need to place funds away for future asset replacement.
- Closing stock has had an 'estimated' valuation at \$5,400.00 as at 31 March 2023. The Inland Revenue does not require a valuation of stock under \$10,000 if deemed appropriate.
- A GST payable assessment of \$368.14 for the Oct-March 2023 period has been filed with the Inland Revenue. However, a net adjusted value of \$789.02 is shown in Xero accounts for the year to 31 March 2023 due to GST on receivables (\$484.94) & payables (\$-64.06) adjustments during the year.

I make the following recommendations:

- Clothing and merchandise stock numbers be assessed as at 31 March 2023.
- An review of Xero accounts and entries prior to filing of GST be continued.

Qualified Opinion

In my opinion (subject to the above notes) the Statement of Financial Position and Notes thereto show a true and fair view of the transactions and position of the club for the year ended 31 March 2023.



*Geoffrey O Todd (NCB, NZIM, ACBC)
Brilliant Deductions Accounting Services*

<u>Acquisition Date</u>	<u>Asset</u>	<u>Original Cost</u>	<u>OBV</u>	<u>Additions (Disposals)</u>	<u>Rate</u>	<u>Depreciation Charged Gain/Loss</u>	<u>Accum</u>	<u>CBV</u>
<u>Land & Buildings</u>								
Jun-01	Building	104,610	93,669		n/a	-	10,941	93,669
Jul-16	Kitchen Improvements	33,870	33,870		n/a	-	-	33,870
Mar-20	Upgrade - Earthquake Compliance	25,308	25,308		n/a	-	-	25,308
Mar-21	Upgrade - Earthquake Compliance	20,817	20,817		n/a	-	-	20,817
May-21	Upgrade - Earthquake Compliance	17,149	17,149		n/a	-	-	17,149
Sep-21	Shipping container	3,681	3,607		4.0%	144	218	3,463
Sep-22	Roofing	30,587		30,587	n/a	-	-	30,587
Nov-22	Security Alarm	1,328		1,328	100.0%	1,328	1,328	-
Nov-22	Garage Doors	6,970		6,970	n/a	-	-	6,970
		<u>244,320</u>	<u>194,420</u>	<u>38,885</u>		<u>1,472</u>	<u>12,487</u>	<u>231,833</u>
<u>Motor Vehicles</u>								
Jun-14	Quad Bike	4,348	269		30.0%	81	4,160	188
Sep-21	Electric Club Car	22,730	19,320		30.0%	5,796	9,206	13,524
		<u>27,078</u>	<u>19,589</u>	<u>-</u>		<u>5,877</u>	<u>13,366</u>	<u>13,712</u>
<u>Plant & Equipment</u>								
Jun-01	General Plant	15,422	164		20.0%	33	15,291	131
Nov-08	IRB Trailer	1,837	-			-	1,837	-
Feb-09	IRB Engine	5,778	61		30.0%	18	5,735	43
Apr-09	IRB Engine	11,850	133		30.0%	40	11,757	93
May-09	Defibrillator	3,650	14		36.0%	5	3,641	9
Nov-09	Engine 2	6,176	86		30.0%	26	6,116	60
Feb-10	Board Trailer	2,859	207		20.0%	41	2,693	166
Aug-10	IRB 2	12,916	317		25.0%	79	12,678	238
Nov-10	Trailer 2	1,920	215		18.0%	39	1,744	176
Apr-11	Gym Equipment	1,728	-			-	1,728	-
Nov-11	Engine 3	2,087	59		30.0%	18	2,046	41
Dec-11	Surf Canoe	2,391	-			-	2,391	-
Dec-11	Surf Ski	2,435	-			-	2,435	-
Jul-12	Sonic Soft Top	5,575	-			-	5,575	-
Sep-12	Sonic Soft Top 2	5,575	-			-	5,575	-
Nov-12	Sonic Racing Board	4,013	-			-	4,013	-
Nov-12	Rescue Tube	2,841	-			-	2,841	-

Waikuku Beach
Surf Lifesaving Club

Schedule of Fixed Assets and Depreciation
For the Year Ended 31 March 2023

Brilliant Deductions Accounting Services

Feb-13	Mercury 30HP		283	(1,476)		(1,193)		
May-13	Sonic Racing Board 2	7,400	-			-	7,400	-
May-13	Racing Ski	10,000	-			-	10,000	-
Jun-13	Radios	2,409	10	48.0%		5	2,404	5
Sep-13	Mercury outboard 2	6,176	339	30.0%		102	5,939	237
Feb-14	Prop Guard	615	39	30.0%		12	588	27
Apr-14	Surf Boards x 2	3,660	-	100.0%		-	3,660	-
Jul-14	Laptop	1,050	-	50.0%		-	1,050	-
Jul-14	Corner Suite	5,763	697	25.0%		174	5,240	523
Nov-14	Floor Engine	2,007	167	30.0%		50	1,890	117
Jan-15	IRB 3.8mtr	11,000	860	30.0%		258	10,398	602
Jul-15	Manikins	1,268	112	30.0%		34	1,190	78
Jan-16	Base Radio	500	9	48.0%		4	495	5
Jan-16	Rescue Boards	7,380	1	80.0%		1	7,380	-
Jan-16	Nipper Foamies	3,885		80.0%		-	3,885	-
Feb-16	Radios	2,581	69	48.0%		33	2,545	36
Dec-16	Fuel Cabinets	2,430	1,161	13.0%		151	1,420	1,010
Jun-17	Surf Rescue Boards	16,360	9	80.0%		7	16,358	2
Aug-17	Portable Amplifier	261		100.0%		-	261	-
Oct-17	Sonic Soft Top 3	11,800	6	80.0%		5	11,799	1
Nov-17	Aqua Splash Board	383		100.0%		-	383	-
Apr-18	IRB 3	5,652	1,809	25.0%		452	4,295	1,357
Jun-18	Paddle Board	3,168	8	80.0%		6	3,166	2
Jan-19	Racing Boards (8)	9,560	84	80.0%		67	9,543	17
Mar-19	Board Covers (8)	1,280	534	25.0%		134	880	400
Mar-19	Rescue Tubes (10)	1,087	12	80.0%		10	1,085	2
Aug-19	Racing Boards (2)	4,000	53	80.0%		42	3,989	11
Dec-19	Racing Boards & Covers(3)	6,670	160	80.0%		128	6,638	32
Dec-19	Board Covers (5)	925	455	25.0%		114	584	341
Feb-21	Raceboard	1,217		100.0%		-	1,217	-
Feb-21	IRB engine	6,276	4,173	30.0%		1,252	3,355	2,921
Mar-21	Lifesaving Trailer	2,609		100.0%		-	2,609	-
Mar-21	Rescue Boards (2)	4,040		100.0%		-	4,040	-
Mar-21	SUP & paddles	3,548		100.0%		-	3,548	-
Mar-21	Lifeguard tower	1,000		100.0%		-	1,000	-
May-21	Sonic Raceboard	2,193	439	80.0%		351	2,105	88
Aug-21	Tait mobile radio	2,056	1,398	48.0%		671	1,329	727
Sep-21	IRB engine	6,426	5,301	30.0%		1,590	2,715	3,711
Dec-21	IRB engine	6,426	5,783	30.0%		1,735	2,378	4,048
Jun-22	Sonic soft top boards (16)	9,920		80.0%	9,920	6,613	6,613	3,307
Aug-22	Surf skis (3)	9,408		80.0%	9,408	5,018	5,018	4,390

Waikuku Beach
Surf Lifesaving Club

Schedule of Fixed Assets and Depreciation
For the Year Ended 31 March 2023

Brilliant Deductions Accounting Services

Sep-22	Board & bag	1,565	1,565	80.0%	730	730	835
	Surf ski (1)	3,157	3,157	80.0%	1,473	1,473	1,684
	Sonic board delivery	1,218	1,218	80.0%	568	568	650
Nov-22	Charger & batteries	1,622	1,622	48.0%	324	324	1,298
Dec-22	Mobile unit in club car	2,820	2,820	20.0%	188	188	2,632
	Portable handheld radios	5,087	5,087	20.0%	339	339	4,748
Jan-23	Sundry boards (2)	1,565	1,565	80.0%	313	313	1,252
Mar-23	Sundry 2nd hand board	1,739	1,739	80.0%	116	116	1,623
		<u>292,215</u>	<u>25,227</u>		<u>22,176</u>	<u>252,539</u>	<u>39,676</u>
	Plus net gain shown in Other Income				1,193		
	Total Fixed Assets	<u>\$ 563,613.00</u>	<u>\$ 239,236.00</u>		<u>\$ 30,718.00</u>	<u>\$ 278,392.00</u>	<u>\$ 285,221.00</u>

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Waikuku Beach Indoor Market

Address: [Redacted]

Contact Person within Organisation: Dana Van Der Spuy

Position within Organisation: Main Organiser

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

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

Waikuku Beach Indoor market is an event that was created for small home crafters & growers to display & sell their goods to the public. As this is start-up market there are plenty of items that needs to be build such as shelving, display units and other miscellaneous goods that will help the organisers to set up the hall in such a way that many exhibitors can set up and display their goods.

What is the timeframe of the project/event date? 12 months

Overall Cost of Project: \$1200 Amount Requested: \$500

How many people will directly benefit from this project? 10 000

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

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

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

Oxford-Ohoka 10 % Rangiora-Ashley 10 % Woodend-Sefton 100 % Kaiapoi-Tuahiwi 50 %

Other (please specify): Canterbury and Hurunui

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

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

Not applicable

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

Visitors and exhibitors have the opportunity to buy home made goods and home grown items. The money generated from the sales will go back into the development of the event.

The market will make the public aware of the many different products available in the area and create an opportunity to bring more visitors to Waikuku and surrounding areas

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

More visitors will visit if events are happening in the area. With more visitors more spending will take place and hopefully with support the Woodend/Sefton area will become a shoppers and visitors destination.

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

If yes, name of parent group: N/A

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

N/A

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

No other applications has been made. Stall holders are paying for their stands, these funds are helping with marketing, paying for the facility and providing refreshments for stallholders during the time they are manning their stalls

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

If yes, please supply details:

N/A

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

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

Please note: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Dana Vand Der Spuy Date: 15/06/2023



Business Edge-00



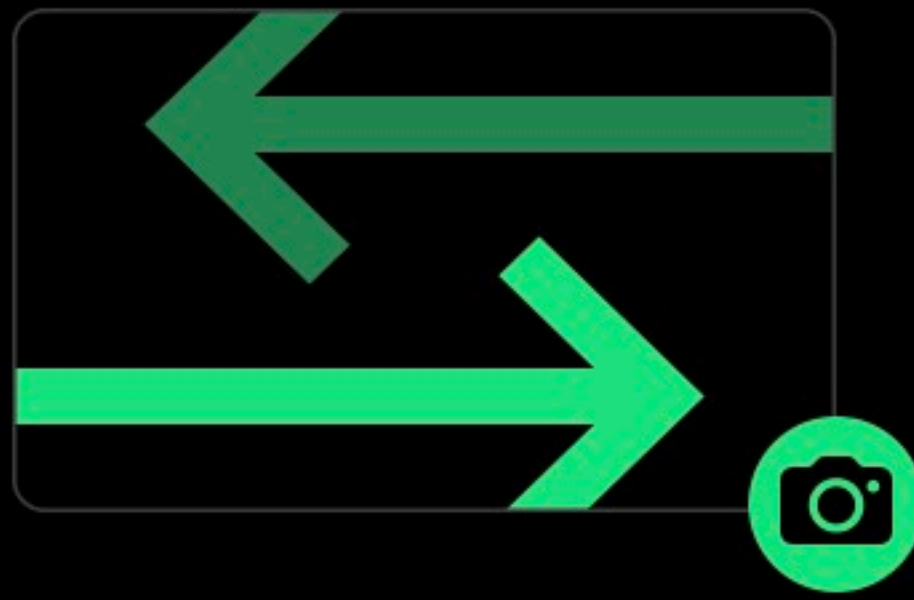
AVAIL: **\$567.42**

BAL: \$567.42

Past

Future

Detail



Account name Business Edge-00 >

Account owner M STRYDOM T/A
WAIKUKU INDOOR
MARKETS

Number 38-9024-0692532-00 >

Product type Business Edge

Balance \$567.42

Available funds \$567.42



Accounts



Pay & Transfer



Cards



More

Business Edge-00

AVAIL: \$807.42



Past

Future

Detail

MAY

Direct Credit...	+\$12.00	\$84.00	>
18 May			

Bill Payment Thank you...	+\$12.00	\$72.00	>
16 May			

Direct Credit woodwar...	+\$12.00	\$60.00	>
16 May			

FROM A K DARGAN	+\$12.00	\$48.00	>
16 May			

support fee M Strydom...	-\$35.00	\$36.00	>
11 May			

Set up fee M Strydom...	-\$49.00	\$71.00	>
11 May			

EFTPOS QUICKPAY AL...	+\$70.00	\$120.00	>
8 May			

FROM J J G & M STRY...	+\$50.00	\$50.00	>
1 May			



Accounts



Pay & Transfer



Cards



More



Business Edge-00



AVAIL: \$807.42

Past

Future

Detail

THIS MONTH

MAY

TRANSACTION FEES

-\$5.00



31 May

\$195.00

FROM M R & D C GRAI...

+\$20.00



30 May

\$200.00

FROM S D SHORT

+\$20.00



29 May

\$180.00

FROM K L BUTLER

+\$20.00



29 May

\$160.00

Direct Credit Cherrie Ti...

+\$20.00



27 May

\$140.00

Bill Payment Lanyard B...

+\$12.00



22 May

\$120.00

Direct Credit Thank yo...

+\$24.00



19 May

\$108.00



Accounts



Pay & Transfer



Cards



More



AVAIL: \$807.42

BAL: \$807.42

Past

Future

Detail

YESTERDAY

Direct Debit -KIWIBANK...	-\$1.58	>
15 June	\$807.42	

THIS MONTH

Direct Debit -KIWIBAN...	-\$35.00	>
6 June	\$809.00	

Direct Credit Maria V...	+\$400.00	>
6 June	\$844.00	

EFTPOS QUICKPAY A...	+\$229.00	>
3 June	\$444.00	

Bill Payment	+\$20.00	∨
ClaireButlerClaireButler		
BUTLER A D &		
1 June	\$215.00	



Accounts



Pay & Transfer



Cards



More

2022/2023

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

2023/2024

			(2023/24) \$ 4,400 + Carry forward \$2,710 = Returned funds \$500 = \$7,610					\$7,610
	10-Jul	North Canterbury Federation of Womens Institute	Hall hire, advertising and tutor costs	230616089732.00	dmj@tenszow@gmail.com (03) 3137592	\$200.00		
	17-Jul-23	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	230629097852	Cheryl Moffat 0274914481 cheryl.moffat@costguard.nz	\$500		

Our Ref: LTC-03-19-02/220114003526

26 June 2023

Dear Mrs Powell,

Waimakariri District Council Adopts Annual Plan

Thank you for taking the time to submit on the Council's Annual Plan.

This Annual Plan took place during a time of many challenges such as Covid-19 recovery, supply chain issues, rising energy costs and inflationary pressure.

The Council had a goal of keeping rates increases at a minimum while still providing the high-quality services and infrastructure the District requires. Specifically, we were seeking feedback on and additional funding for:

- New regulations that mean Council must test water supplies more regularly and bring forward planned upgrades to remain chlorine-free
- Immediate improvements needed to the stormwater network following flooding from extreme weather events
- Inflation of roading material is disproportionately inflating and more funding was needed to make sure local roads remain at a high standard.

The community supported the proposed increase to our budget for the above topics and the Council adopted the Annual Plan on 20 June 2023 with a rates increase of 6.24% - which is slightly higher than the proposed 5.97%.

Central Government funding, through Waka Kotahi's contribution is capped and does not take account of inflation. This puts pressure on the Council to contribute the difference and the addition of the \$220k to the budget took the total average rate up to 6.24%.

Most respondents to the Annual Plan also requested Council fully fund the gap.

Road maintenance is high on the priority list for residents and the Council wants to ensure it keeps up and meets those expectations. Council has also recently employed staff to undertake independent reviews to ensure that all roading work is meeting the quality and specification required in the terms of the contract.

However, our rates increase still sits significantly lower than the inflation rate of 6.7% (formerly 7.2% at the time the Annual Plan was drafted). It also means our District has had one of the lowest rates increases in the country.

Council deliberated over 61 submissions made to the Draft Annual Plan before agreeing on the changes.

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

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

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

Yours sincerely



Dan Gordon
MAYOR

CHAIRPERSON'S REPORT

June 2023

CHAIR'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Events attended</i>	<i>Community Feedback/Issues Raised</i>
6 June	Drainage meeting with residents of Stalkers Road, Woodend Beach	Drainage staff organised this meeting to talk about the plans to improve drainage in their road as a follow up to an onsite meeting earlier in the year to discuss the problems. A productive meeting which enabled staff to explain the plans and residents to get their questions answered.
8 June	Waimakariri Access Group meeting	Regular monthly meeting. Workshop held with Greenspace staff to look at accessibility and inclusivity at Council playgrounds, reserves, facilities, and civic spaces. This was very constructive and is part of building awareness of accessibility with staff.
10 June	Volunteered at Pegasus Community Centre	Busy morning and as usual the book cave was very popular. Quite a few questions about things around the area.
12 June	Pre-meeting briefing	A run through the agenda and catch up on general matters.
	WSCB monthly meeting	Regular meeting.
13 June	Council briefing with Waka Kotahi re Lineside Road	Good for Chairs to be invited to listen and participate. Main feedback from me was that anything that changes Lineside Road can have an impact on this area e.g. if the perception is it's easier more Rangiora residents will drive via Rangiora Woodend Road through Woodend and possibly through Tuahiwi.
14 June	Ronel's Community Cuppa, Waiora Links Community Trust	A very good turnout for this regular event. I was the guest speaker as Chair of the Board and gave a general update on what was happening in the area. Went away with a few issues to follow up on.
	Pegasus Residents' Group meeting re CCTV cameras for Pegasus	Followed on from public meeting held in Sovereign Palms recently to see if this is an option to pursue for Pegasus and take it to a public meeting.
17 June	Met with Roding Staff member re plan for honeysuckle on road reserve, Waikuku Beach Road	Plan still to be approved and budgeted by Roding team. The staff member, Angie, did a great job investigating different options. Waiting to hear of any progress.
19 June	Interview with Radio NZ	After two fatal car accidents in this area.
20 June	Speed review workshop with Council and Roding team	Good for Chairs to be invited to participate.
	Ocean Access Advocacy Rōpū meeting	As Chair of Access group via Teams. Overcoming challenges of accessibility to the beaches in the Waimakariri district for those with mobility difficulties and those in wheelchairs. Focus on Waikuku Beach with easy access, beach matting and beach chair.
26 June	Catch up with President PRGI	Follow up to CCTV meeting with a couple of questions
	Woodend Pegasus Area Strategy Review workshop	A start to this project is most welcome. Key points included connectivity - physical and socially, SH1 traffic particularly the division of the Woodend community and between Ravenswood

		and both Pegasus and Waikuku, and the fast growth of the area. Lots of positives and opportunities and also a lot of challenges.
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CHAIR'S STATEMENT

- Wrote Board column for July issue of The Woodpecker
- Managing Board Facebook page

Main issues raised by residents were:

- A number of issues around safety within Pegasus for cyclists, school children, and those with mobility issues. All referred to the Roding team
- Lack of cycle stands in key places like the beach, Pegasus community centre
- The condition of the road to Waikuku beach surf lifesaving club and the carpark – sent through to staff
- Any decision on where the Pegasus community centre is going – explained the process
- What is happening with the youth facilities promised for Pegasus
- Waka Kotahi planned SH1 safety improvements
- The need for the Woodend Bypass
- Ongoing concerns around safety for pedestrians and cyclists at SH1/Pegasus/Ravenswood roundabout

Shona Powell

Woodend-Sefton Community Board

Member's Information Exchange
June 2023

Name of Member: **Brent Cairns**

- Visited the Matariki Winter light festival in Oxford... the township looks magical with the towns trees, businesses lit up...along with a residential competition with many homes entering.
- Attended Woodend/Pegasus area strategy plan workshop. Discussions involved Woodend with and without main road going through it, and what it could look like without high traffic volumes. Good discussions about connectivity, business impact, open spaces and roading upgrades.
- Attended Water services Bill impact workshop. ...
- Attended "Flavour for Business" 3 speakers, James from Pak n Save, Nick from Harris farms and Angela from Eat NZ... emphasised the supporting local and buying local and having a local food system, green prescriptions, impact of fresh food and how that impacts on the likes of diabetes.
- Attended Kaiapoi Promotions Association "Chase" event – well run and fun event and good promo for the district.
- Attended Road Safety meeting – Students against dangerous driving spoke, AA are having to deal with EV breakdowns for both bikes and cars, requiring the need for portable chargers.

Rangiora High have driver training and next year training will start at Kaiapoi High, AA are providing lights for cycles

- PRG Youth movie night planned for the 4th August 2023
- Matariki in Kaiapoi at Norman Kirk park is going to be a huge event, the most stalls and lots of different things to see and do at one event. With fireworks to close the event. Parking on Cass street, will have accessibility parking available.
- North Canterbury Neighbourhood Support, updating our incorporation society status rules to comply with new legislation.
Have set up bank account to accept donations for CCTV cameras.

Council staff are developing policy, as Council be the ultimate owner of the cameras once they have been installed, policy will have to consider wifi access, power, hardware and upgrading of cameras and maintenance.

- Pegasus Residents' Group held an information meeting on CCTV cameras and will front fund raising promotions.
Silverstream are planning a

Have started one on one meetings with various events organisers, these discussions will assist with forming future plans for promotions supporting/funding.

- Was invited to visit Amberley and Pines beach to discuss future food forests.
- The Kaiapoi market which was being held behind the library every second week, has decided to stop operating, due to personal circumstances.
The new Sunday market at Kaiapoi club which is being held monthly has started well and will hold a kids market in July
- Members of AFRA Aotearoa Food Rescue alliance visited the Kaiapoi food forest.

WOODEND-SEFTON COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of June 2023*

Member' Name: Ian Fong

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
18 June	Waikuku Residents Association Steering Group Meeting	Next step community meeting arranged for august at the hall to discuss community needs/wants and structure etc
26 June	Sefton Hall Committee meeting	Confirmed that Woodend-Sefton Community Board presented their concerns at the Council LPT hearings regarding the sewer costs. Another LTP funding application maybe forthcoming to fund this part of the project.
4 July	North Canterbury Health Advisory Group	
6 July	Pegasus Residents Group's monthly meeting	

Other:

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

June 2023

Member Name: Rhonda Mather

MEMBER'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Meetings/Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
1 June	All Boards meeting	Reported on at June meeting.
3 June	Waikuku Beach indoor market	
6 June	Grey Power monthly meeting	Reported on verbally at June meeting.
6 June	Stalkers Road Stormwater meeting	Held at Woodend Community Centre and attended by approx. 12 residents of Stalkers Road, plus Council staff and representatives. My take on things was that those present were grateful for the work done by Council staff and felt listened to with general agreement on the way forward.
12 June	WSCB monthly meeting	A long meeting, but good progress was made on a number of important issues.
14 June	Ronel's Community Cuppa, Waiora Links Community Trust	Board Chair Shona Powell was the guest speaker and gave a good summary of matters from the previous Board meeting. Good to see Councillors Redmond and Cairns in attendance and contributing to the discussion. Miranda and Kim from Ravenswood Developments were also in attendance and Miranda gave a brief update on Ravenswood developments.
14 June	PRGI Camera Meeting	Meeting of invited representatives to discuss installation of cameras in/around Pegasus. A smaller group will meet again to focus on design detail and costings before a public meeting is held (possibly in September).
19 June	Matt Doocey morning tea for volunteers	Held at Mainpower Oval and attended by approx. 65 volunteers, this event was part of the 'Big Shout Out' national volunteer week. I attended on behalf of Waiora Links Community Trust.
26 June	WSCB Workshop	Workshop to discuss the review of the Woodend Pegasus Area Strategy Plan. A good discussion was held with a lot of topics and ground covered by those present. This area strategy is a big and wide ranging issue for our area and I look forward to working through the review and seeing the document updated to reflect current and (as much as practical) future circumstances.

28 June	Matariki morning tea	Held at Pegasus Bay School with a performance from the school's kapa haka group. I didn't stay for the morning tea, but enjoyed the performance. It appeared that most of those present were families of the students. This event was the recipient of a WSCB discretionary grant.
29 June	Teams meeting	Brief Teams meeting with Kaiapoi-Tuahivi Community Board member Sandra Stewart and Mayor Dan Gordon to discuss some matters that have arisen during Board members' attendance at GreyPower meetings.
30 June	Freedom Lifestyle Village open days	Visited the Freedom Lifestyle Village at Ravenswood. Several comments from staff there that they have had strong interest from Pegasus residents over the last few months. This is a reflection of Pegasus not getting the retirement village that was in the initial plans, now people who have been in Pegasus for several years are looking at next step options.
3 July	Ravenswood meeting	Was invited to meet with Ravenswood Commercial Development Mgr, Jerome O'Sullivan and CEO, Paul Croft to get an update on the retail area. Not attended at time of writing report.

OTHER:

- Ronel's Community Cuppa is on at 10am, Wednesday 12th July at the Pegasus Community Centre. WSCB members are always welcome to attend this event which is for residents of the Woodend/Ravenswood, Pegasus and Waikuku area. This month Brent Cairns will be the guest speaker talking about his work with food forest communities.
- Although Shona gave a thorough update on Board happenings including the new PCC and SH1 safety improvements, queries raised with me at the June Community Cuppa included two people who asked about the proposed site for the new purpose build Pegasus Community Centre, which were able to be answered thanks to our update from Chris Brown last month. I also had a couple of people talk to me about the proposal to single lane the SH1 roundabout and was able to assure them that discussions are ongoing with final decisions yet to be made.
- Another query raised with me by someone attending the Community Cuppa was concern about people feeding birds on a regular basis which was encouraging birds to hang around and poop over the neighbouring properties. After checking with staff, I let them know that this issue does not fall into the Council's area of responsibility.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June 2023

Member' Name: Andrew Thompson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>

Other:

- Worked with Council staff to meet on-site to review plan to tackle noxious honey suckle growing over trees with shags in them on Waikuku beach road. Chair also in attendance. Plan discussed and agreed.
- Received second quote for security cameras to go on shed on Waikuku Beach Road. Am working with Chair of Woodend Community Centre association to submit for funding on our behalf.