

# Agenda

## Rangiora-Ashley Community Board

Wednesday 10 July 2024

7pm

Council Chamber  
215 High Street  
Rangiora

### **Members:**

Jim Gerard QSO (Chairperson)

Kirstyn Barnett (Deputy Chairperson)

Robbie Brine

Ivan Campbell

Murray Clarke

Monique Fleming

Jason Goldsworthy

Liz McClure

Bruce McLaren

Joan Ward

Steve Wilkinson

Paul Williams



**WAIMAKARIRI**  
DISTRICT COUNCIL

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**AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO  
BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON  
WEDNESDAY 10 JULY 2024 AT 7PM.**

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

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**BUSINESS**

PAGES

**1. APOLOGIES**

**2. CONFLICTS OF INTEREST**

**3. CONFIRMATION OF MINUTES**

**3.1. Minutes of the Rangiora-Ashley Community Board – 12 June 2024**

9-18

*RECOMMENDATION*

**THAT** the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 12 June 2024.

**3.2. Matters Arising (From Minutes)**

**3.3. Notes of the Rangiora-Ashley Community Board Workshop –  
12 June 2024**

19-20

*RECOMMENDATION*

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated Notes of the Rangiora-Ashley Community Board workshop, held on 12 June 2024.

**4. DEPUTATIONS AND PRESENTATIONS**

**4.1. Solar Farm at 87 Upper Sefton Road – David Fordyce**

D Fordyce will be in attendance to address the Board on behalf of local residents affected by the proposed installation of a solar farm on Upper Sefton Road.

**5. ADJOURNED BUSINESS**

Nil.

## 6. REPORTS

### 6.1. Proposed Changes to the Bus Stop Facility at North Loburn School – Joanne McBride (Roothing and Transport Manager) and Peter Daly (Road Safety Coordinator / Journey Planner)

21-25

#### *RECOMMENDATION*

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240430068062.

#### **AND**

**THAT** the Rangiora-Ashley Community Board recommends:

**THAT** the District Planning and Regulation Committee:

- (b) **Approves** relocation of the existing school bus stop approximately 40 metres North, along the school boundary.
- (c) **Approves** the remarking and signage of the new bus stop location.
- (d) **Notes** the cost estimate of \$1000 - \$1200.
- (e) **Notes** the support of the principal of North Loburn School, and of the Ministry of Education.

### 6.2. Proposed Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Kieran Straw (Civil Projects Team Leader) and Joanne McBride (Roothing and Transport Manager)

26-38

#### *RECOMMENDATION*

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240419062918.
- (b) **Endorses** the 2024/25 DRAFT Proposed Roothing Capital Works Programme (Trim No. 240624102120).
- (c) **Endorses** the indicative Roothing Capital Works Programme for the 2025/26, 2026/27 and 2027/28 financial years.
- (d) **Notes** that the outcome of the National Land Transport Programme (NLTP) will not be known until September 2024, and as such it will not be known as to whether co-funding is available until that time.
- (e) **Notes** that feedback from the Community Boards, will be incorporated into the final report which is proposed to be submitted to the Utilities and Roothing Committee in August 2024 for approval.



6.3. **Submission to the proposed quarrying activities and the construction and operation of a Class 3 Managed Landfill at 150, 154, 174 and 176 Quarry Road Loburn (RC245076) – Thea Kunkel (Governance Team Leader)**

39-44

**RECOMMENDATION**

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240423064120.
- (b) **Agrees** to make a submission on the Resource Consent (RC245076 and CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.
- (c) **Delegates** authority to Board members J Gerard (Chair), \_\_\_\_\_ and \_\_\_\_\_ to formulate and submit the Board's submission on the Resource Consent (RC245076, CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.

**OR**

- (d) **Agrees** not to make a submission on the Resource Consent (RC245076, CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.
- (e) **Notes** that the Protranz International Limited consent applications with Waimakariri District Council and Environment Canterbury are currently on hold and no public notification has been made.
- (f) **Notes** that the Community Board is an unincorporated body and is not a local authority or a committee of Council. The Community Board has a specific delegation to submit on Resource Consent applications within the Board area where appropriate.
- (g) **Notes** that the Community Board does not have any decision-making authority on Resource Management Act 1991 matters and that decision-making is objective and impartial by delegated officers or commissioners.
- (h) **Notes** that submissions relating to the Community Board's local knowledge and information can be effectively presented without professional advice.
- (i) **Notes** that should the Community Board wish to engage professional advice, including an independent planner, legal advisor, or other technical expert, the Community Board will need to seek specific funding and other resourcing from the Council to engage these professional experts.

6.4. **Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

45-89

**RECOMMENDATION**

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240523082939.
- (b) **Approves** a grant of \$..... to the Waimakariri United Football Club towards the cost of purchasing bibs.

**OR**

- (c) **Declines** a grant to the Waimakariri United Football Club.
- (d) **Approves** a grant of \$..... to the North Canterbury Federation of Women's Institute towards hosting a Craft Day.

**OR**

- (e) **Declines** a grant to the North Canterbury Federation of Women's Institute.
- (f) **Approves** a grant of \$..... to the Southbrook Netball Club towards the cost of its annual prizegiving, storage space and replacement netballs.

**OR**

- (g) **Declines** a grant to the Southbrook Netball Club.
- (h) **Approves** a grant of \$..... to St Joseph's School towards the cost of hosting a Cultural Festival.

**OR**

- (i) **Declines** a grant to St Joseph's School.
- (j) **Approves** a grant of \$..... to the Salvation Army Just Brass to continue and grow its music lessons for underprivileged children.

**OR**

- (k) **Declines** a grant to the Salvation Army Just Brass.

## **7. CORRESPONDENCE**

7.1. **Council Long Term Plan Submission Response Letter (Trim: 240216022707)**

7.2. **Letter regarding Queen Street Trees (Trim: 240703108088)**

90-93

*RECOMMENDATION*

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

- (a) **Receives** the Council Long Term Plan Submission Response Letter (Trim: 240216022707).
- (b) **Receives** the letter regarding Queen Street Trees (Trim: 240703108088).

## **8. CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for June 2024**

94

*RECOMMENDATION*

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240703108091.

## **9. MATTERS FOR INFORMATION**

9.1. **Oxford-Ohoka Community Board Meeting Minutes 5 June 2024.**

9.2. **Woodend-Sefton Community Board Meeting Minutes 10 June 2024.**

9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 June 2024.**

9.4. **Submission Environment Canterbury Long Term Plan – Report to Council meeting 4 June 2024 – Circulates to all Boards.**

- 9.5. **46 Main North Road, Kaiapoi – Public and Iwi Feedback – Reserve Classification – Report to Council Meeting 4 June 2024 – Circulates to the Kaiapoi-Tuahiwi Community Board.**
- 9.6. **Health, Safety and Wellbeing Report May 2024 – Report to Council Meeting 4 June 2024 – Circulates to all Boards.**
- 9.7. **Enterprise North Canterbury Approved Statement of Intent (SOI) Beginning 1 July 2024, and associated 2024/25 Enterprise North Canterbury Annual Business Plan – Report to Audit and Risk Committee meeting 11 June 2024 – Circulates to all Boards.**
- 9.8. **Commence Public Consultation on Amended Stormwater Drainage and Watercourse Protection Bylaw 2024 – Report to Utilities and Roding Committee meeting 18 June 2024 – Circulates to all Boards.**
- 9.9. **Private Well Study – Results from 2023 Study – Report to Utilities and Roding Committee meeting 18 June 2024 – Circulates to all Boards.**

**THAT** the Rangiora-Ashley Community Board:

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

**Note:**

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

## **10. MEMBERS' INFORMATION EXCHANGE**

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

*Any written information submitted by members is included in the agenda.*

## **11. CONSULTATION PROJECTS**

### **11.1. Oxford Football Club using Cust Domain**

<https://letstalk.waimakariri.govt.nz/oxford-football-club-using-cust-domain>

Consultation Closes on Friday 26 July 2024.

### **11.2. Welcoming Communities**

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

Consultation closes mid-August 2024.

## **12. BOARD FUNDING UPDATE**

### **12.1. Board Discretionary Grant**

Balance as at 30 June 2024: \$14,200.

### **12.2. General Landscaping Fund**

Balance as at 30 June 2024: \$42,970. Plus carryover to be confirmed.

## **13. MEDIA ITEMS**

## **14. QUESTIONS UNDER STANDING ORDERS**

**15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 14 August 2024.

**Workshop**

- *Discretionary Grant Funding – Thea Kunkel (Governance Team Leader)*
- *Members Forum*

**Briefing (Public Excluded)**

- *High Street Property – Simon Hart (General Manager Strategy, Engagement and Economic Development)*

**MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 12 JUNE MAY 2024, AT 7 PM.**

**PRESENT**

J Gerard (Chairperson), R Brine, I Campbell, L McClure, B McLaren, M Fleming, J Goldsworthy, J Ward, S Wilkinson, and P Williams.

**IN ATTENDANCE**

S Hart (General Manager Strategy, Engagement and Economic Development), G Stephens (Design and Planning Team Leader), S Binder (Senior Transportation Engineer), H Downie (Senior Advisor Strategy and Program), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

There were three members of the public present.

**1. ACKNOWLEDGEMENTS**

The Chairperson congratulated Bernie Power on being recognised in the King's Birthday Honours and receiving the King's Service Medal for service to the community. B Power had made a significant contribution to the Waimakariri District for over 60 years.

The Chairperson also congratulated the Rangiora Volunteer Fire Brigade on its 150th anniversary of community service on 2 June 2024. The brigade was established in 1874, when Rangiora was still a small sawmilling town, and fires were put out by bucket brigades. Now they respond to over 400 incidents annually.

**2. APOLOGIES**

Moved: J Gerard

Seconded: J Goldsworthy

Apologies were received and sustained from K Barnett and M Clarke for their absence.

**CARRIED**

**3. CONFLICTS OF INTEREST**

Item 7.2 - B McLaren as a current member of the Rangiora Community Patrol.

**4. CONFIRMATION OF MINUTES**

**4.1. Minutes of the Rangiora-Ashley Community Board – 8 May 2024**

Moved: J Goldsworthy

Seconded: P Williams

**THAT** the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting held on 8 May 2024.

**CARRIED**

#### 4.2. **Matters Arising (From Minutes)**

- **Quarry and landfill in Loburn** – T Kunkel advised that the consent application submitted by Protranz International Limited to undertake quarrying activities and construct and operate a landfill on Quarry Road, Loburn, was still on hold, awaiting further information from the applicant. However, staff would keep the Board updated. She noted that the Council's Planning Team had confirmed that the applicant had requested for the consent application to be publicly notified.

#### 5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

#### 6. **ADJOURNED BUSINESS**

Nil.

#### 7. **REPORTS**

##### 7.1. **Environment Canterbury Air Quality Monitoring Station – C Taylor-Claude (Parks Officer)**

G Stephens presented the report on behalf of C Taylor-Claude and noted that approval was sought to select a backup location to install an air quality monitoring station following a request from Environment Canterbury (ECan). ECan's current site for air quality monitoring at St Joseph's School may soon be unavailable, and staff had been working with ECan to identify potential alternative locations if required. ECan would require 30-40m<sup>2</sup> for the monitoring station in an area away from houses (chimneys), large trees, and industrial and commercial areas. Hence the recommended site option was 151 Northbrook Road (Rangiora East Stormwater Reserve). The monitoring station would be funded by ECan and was cost-neutral to the Council. ECan would be required to pay a Licence to Occupy and would pay an annual fee of \$1,000 to the Council for the use of the land.

I Campbell questioned the consultation with the neighbouring property owners. G Stephens commented that once a site had been identified, ECan would consult the neighbouring property owners, and the Council would request to view the results.

I Campbell further asked if it would not be prudent to consult with the neighbouring property owners before a decision is made on the location of the air quality monitoring station. G Stephens commented that the visual impact of an air quality monitoring station at the recommended location would be minimal.

P Williams noted that there had been negative public feedback about air quality monitoring. He enquired if the Council had a Communications Plan to inform the public of the station's relocation. S Hart advised that if the Board wished, it could include a recommendation regarding appropriate public consultation.

L McClure sought clarity on where the air quality monitoring station would be located on the Rangiora East Stormwater Reserve. G Stephens noted that an exact location was yet to be determined; however, it was envisaged that it would be near Northbrook Road to ensure reasonable access to services.

L McClure commented that the recommended location was in a high-foot-traffic area, especially with children and dog walkers. She suggested that a more appropriate location may be Koura Reserve, where there is more vegetation and, therefore, fewer walkers. G Stephens explained that the site had been considered; however, five houses would look directly out onto an air quality monitoring station at this location.

J Ward noted that the Rangiora East Stormwater Reserve would be affected by the development of the proposed Rangiora Eastern Link Road and questioned whether this had been considered. G Stephens noted that the proposed air quality monitoring station would be a temporary structure without foundations that could be easily relocated. Also, the proposed lease was only for five 5 years with the option to terminate with one month's notice.

Responding to a question from J Goldsworthy, G Stephens confirmed that ECan had not advised when the air quality monitoring station would need to be relocated.

P Williams enquired if the air quality monitoring station would need access to a power connection. G Stephens explained that once a location was determined, ECan would set up a small solar-powered device that required no power connection. This setup would be on the site for approximately one year to determine whether the site was appropriate in the long term. Once this initial monitoring had been completed and the site was found satisfactory, a larger structure would be installed, which would need a power connection.

S Wilkinson questioned if the Council had a legal or moral obligation to provide a location for an air quality monitoring station. S Hart noted that although the Council did not have an obligation to provide a site for the station, it was obligated to ensure the best quality of life for its residents.

S Wilkinson asked what the Council's position would be if the neighbours opposed the insulation of an air quality monitoring station in a Council reserve. G Stephens commented that the Board had delegated authority in this space and a report could be brought to the Board following public consultation.

M Fleming suggested that public consultation should be carried out on the possibility of locating an air quality monitoring station in the Rangiora East Stormwater or the Koura Reserve to ascertain the location the public preferred.

Moved: P Williams

Seconded: R Brine

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240531088386.
- (b) **Approves** 151 Northbrook Road or Koura Reserve, Rangiora, as the location, subject to satisfactory community feedback upon public consultation.
- (c) **Notes** that this proposal will be cost-neutral to the Council, as Environment Canterbury would be paying any establishment and maintenance costs of the air quality monitoring station and any fees associated with the License to Occupy, including an establishment fee of \$250+ GST for the License to Occupy and an annual rental fee of \$1,000+ GST.
- (d) **Notes** that the installation of the air quality monitoring station will not change the use of the stormwater reserve or impede public access.
- (e) **Notes** there may be an impact on amenity values for neighbouring properties and low vegetation will be planted around the structure, which will be paid for by Environment Canterbury.

- (f) **Notes** that 151 Northbrook Road, Rangiora is the preferred location for Environment Canterbury.
- (g) **Notes** that 151 Northbrook Road, Rangiora, is a stormwater asset; the Greenspace Team will, therefore, work with 3 Waters on the installation of the air quality monitoring station if this location is approved.
- (h) **Delegates** to the Property Manager authority to complete and execute any documentation required in conjunction with implementing a Licence to Occupy with Environment Canterbury over the preferred location in line with the Board's approval.
- (i) **Requests** that the Council's Communications and Engagement Team to work with Environment Canterbury on the development of an appropriate Communications Plan to inform the public of the air quality monitoring station's relocation.

### CARRIED

P Williams noted the negative public feedback about air quality monitoring and believed that would be prudent to consult with the neighbouring property owners before a decision was made on the location of the air quality monitoring station.

R Brine acknowledged the view that it may be more appropriate to locate the air quality monitoring station in the Koura Reserve. He, therefore, supported public consultation on the possibility of locating the station in the Rangiora East Stormwater or the Koura Reserve.

J Ward supported the motion; however, believed that the Koura Reserve would be a better location for an air quality monitoring station.

L McClure concurred with J Ward and felt that the air quality monitoring station should not be located at 151 Northbrook Road because of the high number of pedestrians using the area.

### 7.2. **Application to the Rangiora-Ashley Community Board's 2023/24 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

*B McLaren, having declared a conflict of interest, sat back from the table during this report's consideration.*

T Kunkel noted that the work done by the Rangiora Community Patrol was well known. The Patrol's vehicle required its brakes replaced to ensure the health and safety of its members patrolling the Rangiora area and that the vehicle passes its Warrant of Fitness (WOF) to stay operational.

J Gerard advised that following feedback, he requested T Kunkel to source a second quote from Rangiora Toyota for the replacement of the brakes for a 2015 Toyota RAV4. The quote received was approximately \$662 for the replacement of the front and back brake pads.

There were no questions from elected members.

Moved: R Brine

Seconded: I Campbell

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240430068173.



- (b) **Approves** a grant of \$662 to Rangiora Community Patrol towards the cost of new brake pads for its patrol vehicle.

**CARRIED**  
(B McLaren abstain)

T Kunkel noted that the North Canterbury Classics Leisure Marchers provided seniors in the community the opportunity to enjoy the sport, which helped keep members both physically and mentally agile. The Board previously granted the group funding assistance with its registration costs for the National Leisure Marching event held in Invercargill in March 2024. The Group was now requesting funding to register 16 team members to attend the National Leisure Marching event in Palmerston North on 28 February 2025.

There were no questions from elected members.

Moved: M Fleming

Seconded: L McClure

- (c) **Approves** a grant of \$400 to North Canterbury Classics Leisure Marches Inc. towards registration costs to attend the Marching Nationals to be held at Palmerston North in February 2025.

**CARRIED**

## 8. **CORRESPONDENCE**

Nil.

## 9. **CHAIRPERSON'S REPORT**

### 9.1. **Chair's Diary for May 2024**

Moved: J Gerard

Seconded: J Goldsworthy

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240604089517.

**CARRIED**

## 10. **MATTERS FOR INFORMATION**

- 10.1. **Oxford-Ohoka Community Board Meeting Minutes 8 May 2024.**
- 10.2. **Woodend-Sefton Community Board Meeting Minutes 13 May 2024.**
- 10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 20 May 2024.**
- 10.4. **Northern Pegasus Bay Bylaw 2024 – Draft for Consultation – Report to Council Meeting 7 May 2024 – Circulates to all Boards.**
- 10.5. **Health, Safety and Wellbeing Report April 2024 – Report to Council Meeting 7 May 2024 – Circulates to all Boards.**
- 10.6. **Roading Staff Submission May 2024 – Request for Changes to the Rooding Capital Works Budget – Report to Council Meeting 21 May 2024 – Circulates to all Boards.**
- 10.7. **Roading Staff Submission May 2024 – Proposed Adjustments to Walking and Cycling Budgets – Report to Council Meeting 21 May 2024 – Circulates to all Boards.**
- 10.8. **Solid Waste – Utilities and Rooding Department Staff Submission to the Draft 2024-34 Long Term Plan – Circulates to all Boards.**
- 10.9. **Water Supply – Utilities and Rooding Department Staff Submission to the Draft 2024-34 Long Term Plan – Report to Council Meeting 21 May 2024 – Circulates to all Boards.**

- 10.10. Drainage Staff Submission to Long Term Plan 2024-2034 – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 10.11. Wastewater – Utilities and Roothing Department Staff Submission to the Draft 2024/34 Long Term Plan – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 10.12. Housing for the Elderly – Proposed new Housing Development – Report to Council Meeting 21 May 2024 – Circulates to all Boards.
- 10.13. Zone Implementation Programme Addendum (ZIPA) Capital Works Programme 2024/25 – Report to Utilities and Roothing Committee 28 May 2024 – Circulates to all Boards.
- 10.14. Decision for Unused Water Take Consents – Report to Utilities and Roothing Committee 28 May 2024 – Circulates to all Boards.
- 10.15. July 2023 Flood Recovery Progress Update – Report to Utilities and Roothing Committee 28 May 2024 – Circulates to all Boards.
- 10.16. Rangiora Stormwater Annual Report 2021-2023 and Monitoring Programme Report 2022-2023 – Report to Utilities and Roothing Committee 28 May 2024 – Circulates to the Rangiora-Ashley Community Board.
- 10.17. Kaipoi Community Hub – Reallocation of Budget – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.
- 10.18. Aquatics May Report – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.
- 10.19. Libraries Update to 16 May 2024 – Report to Community and Recreation Committee 28 May 2024 – Circulates to all Boards.

Moved: J Goldsworthy

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) Receives the information in Items.9.1 to 9.19.

**CARRIED**

## **11. MEMBERS' INFORMATION EXCHANGE**

### **S Wilkinson**

- Not for Profit Networking Forum.
- LGNZ Sovereign Citizens Zoom meeting and commented on the importance of not labelling people.
- Representation Review Working Group meeting – this group had been disbanded as it was not necessary to do a review this cycle. The census 2023 figures were not available as yet, and any review would, therefore, be based on old information.
- Attended the Rangiora Volunteer Fire Brigade's 150-year anniversary event.

### **J Goldsworthy**

- Thanked the community for their support of the Rangiora Volunteer Fire Brigade's 150-year anniversary event.
- Audit and Risk meeting.
- Advised the next Civil Defence Community Hub would be established at Loburn School. A session for the local community was to be held on 29 June 2024.
- All Boards - A presentation from Civil Defence and North Canterbury Neighbourhood Support would explain the Community Hub and how they were to be rolled out across the district.
- Potential for parking enforcement on weekends based on feedback.

**P Williams**

- Attended the Hurunui Water Liaison Group meeting.
- Attended a number of drainage meetings.
- Had been contacted regarding solar panels at Sefton.
- Rangiora Airfield meeting – concerns regarding wording for Pegasus Bay Bylaw Review consultation document. Airfield members were advocating for the ability to land on the beach.

**B McLaren**

- North Canterbury Musical Society had a successful production of 42nd Street.
- Re-appointed Rangiora Community Patrol Health and Safety Officer.
- The St John Church fair was well supported.
- Attended the Rangiora Volunteer Fire Brigade's 150-year anniversary event.
- Fundraiser quiz night.
- LGNZ Sovereign Citizens – commented vexatious matters experienced by the Council were also being experienced by Justices of the Peace. Agreed with the comments regarding not putting people in boxes and the importance of the rights of all marginalised members of the community, including neurodiverse and LGBTQ.

**R Brine**

- Provided some comments on the Board submission to the 2024-35 Long Term Plan (LTP).
  - The Lineside Road was a wetland rather than a Cam River flood path.
  - Dudley Park used to be a first-class cricket pitch; however, it had lost its certification. The question had been asked at the time whether the district wanted first-class cricket, and the answer had been yes. On that basis, negotiations had been entered, resulting in the development of the MainPower Cricket Oval. A number of years ago, a complaint had been made regarding the pitch at MainPower Cricket Oval, and \$100,000 had been required to make improvements. To have another first-class pitch at Dudley would require another set of specialist equipment.
  - With regard to Southbrook Sports Club, he was concerned that the Board did not support funding and that they had expressed doubt about the commitment of the club to raise funds. As the Council appointee to the club, he had seen firsthand the work and commitment of volunteers. He asked, aside from the \$138,000, which had been forgiven, what had the club reneged on?

There was some discussion around support of sports clubs in the district.

**I Campbell**

- Not for Profit Networking Forum.
- Sefton Solar Farm presentation – concern from the community regarding adverse impacts and request for notified activity.
- Loburn Domain – there was a slight change to the name board.
- Hurunui Water Liaison meeting – 90% of their pump stations were compliant.
- LGNZ Sovereign Citizens presentation, this was not a new phenomenon. They did not want to cause problems, but they did want to make representation. They had not carried out assaults or caused injury and had a right to speak. Unnecessary fear should not be created.

**L McLure**

- Congratulated the Fire Brigade on their 150-year celebrations.
- Health Advisory Group – preliminary data on alcohol harm was available, but the data did not show the true figures for harm due to how data was collected. There were important links back to domestic violence and family harm. The impact of AI, when used in an unhealthy way, particularly on mental health, was raised.
- Honda Tree Planting.
- Sovereign Citizens Zoom meeting.
- Noted concern regarding the location of the solar farm.
- Assisted neighbours with weekly bin collection safety concerns, resulting in satisfactory outcomes.

**J Ward**

- Attended
  - 9 May and 10 May - Hearings of submissions to the LTP.
  - 10 May -Waimakariri Arts Strategy launch
  - 14 May -Audit and Risk meeting, Council workshop.
  - 15 May - LTP Committee meeting
  - 21 May - LTP deliberations and sign-off. The Board Chairperson, J Gerard, made a good presentation on the Board's submission to the draft LTP. The Council responses were due out in early July 2024. The deliberations had gone well. It was a long process with much consultation and working with staff through a difficult year. It was important not to drop service to the community while the district had the second-highest growth rate.
  - 28 May - Utilities and Roothing meeting.
  - 28 May - Visit from LGNZ president, Sam Broughton, and CEO Susan Green.
  - 29 May - Rangiora Airfield Advisory Group meeting. Advised that she would be submitting to the Pegasus Bay Bylaw that was currently under review, requesting that light aircraft be able to land below the water line north of the Ashley River mouth as permitted in the past. These movements had no impact on birdlife and less impact than the horse-training below the water line to the south.
  - 4 June - Council meeting
  - 6 June - Visit from Andy Foster – New Zealand First list MP. Chairman of Transport and Infrastructure Select Committee. Mayor Gordon went through the Council's thoughts and wishes for the Central Government to be aware of flooding resilience, 3 Waters, the Council's relationships with the neighbouring councils and the Council's requirement for more financial assistance and support to maintain and improve our roading structure, i.e. Eastern Link Road, Skew Bridge, Tram Road and connecting and transiting our roads. Mayor Gordon mentioned that the South Island has had very little funding for roading recently. Staff has also applied to the Fasttrack programme for the Eastern Link Road to be considered. This year's rates increase had not been affected by these roading projects. It was important to recognise that \$8 million in development contributions would be lost without the eastern link road.
  - 11 June - Audit and Risk meeting.
  - 11 June – Council Briefing
- Advised that LIM numbers were remaining steady, with over 200 more issued in 2024 than at the same time last year.
- Commented on Southbrook Sports Centre, noting that 40,000 people from across the district relied on that ground for wellbeing and sporting grounds. The committee had been given four years to raise the necessary funds. Support was provided to all sporting groups.
- The LTP rates increase had been kept to 9.39%, including an unbudgeted increase of \$1.6 million for insurance.

Clarification was requested for the \$8 million in development contributions for the Rangiora Eastern Link Road, which also included sewer, drainage, and greenspace. Clarification was also requested on how these contributions were accounted for in the LTP.

### **M Fleming**

- Waimakariri Accessibility Group - Feedback on the Draft Landscape Plan for Kaiapoi had been requested. On behalf of members, I presented to Draft LTP regarding access to Dudley for those in wheelchairs.
- Lions completed potato harvest for Satisfy Food Rescue.
- Keep Rangiora Beautiful.

## **12. CONSULTATION PROJECTS**

### **12.1. Northern Pegasus Bay Bylaw**

<https://letstalk.waimakariri.govt.nz/northern-pegasus-bay-bylaw-2024>

The consultation closed on Friday, 14 June 2024.

The Board noted the consultation projects.

## **13. BOARD FUNDING UPDATE**

### **13.1. Board Discretionary Grant**

Balance as at 31 May 2024: \$3,408.15

### **13.2. General Landscaping Fund**

Balance as at 31 May 2024: \$17,191.

The Board noted the Board Funding updates.

## **14. MEDIA ITEMS**

Nil.

## **15. QUESTIONS UNDER STANDING ORDERS**

Nil.

## **16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

## **NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 10 July 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.15PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

unconfirmed

**NOTES OF THE WORKSHOP OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 12 JUNE 2024 AT 8.15 PM.**

**PRESENT**

J Gerard (Chairperson), R Brine, I Campbell, L McClure, B McLaren, M Fleming, J Goldsworthy, J Ward, S Wilkinson, and P Williams.

**IN ATTENDANCE**

S Hart (General Manager Strategy, Engagement and Economic Development), T Kunkel (Governance Team Leader), G Stephens (Design and Planning Team Leader), S Binder (Senior Transportation Engineer), H Downie (Senior Advisor Strategy and Program) and E Stubbs (Governance Support Officer).

There were three members of the public present.

**1. APOLOGIES**

Moved: J Gerard

Seconded: J Goldsworthy

Apologies were received and sustained from K Barnett and M Clarke for absence.

**CARRIED**

**1. South of High Master Plan - Heike Downie (Senior Advisor – Strategy and Programme) and Shane Binder (Senior Transportation Engineer)**  
**Memo (240604089403), PowerPoint (240611093805)**

**Key Points:**

H Downie spoke to a PowerPoint presentation that covered the south of high Master Plan project including background and context, recent discussions and progress, and the approach to developing a masterplan. She then invited discussion including early thoughts on inputs and opportunities.

**Questions/ Issues/ Observations:**

- *What discussions were staff currently having with businesses in the area, were there indications of businesses staying or moving out?*  
 Staff were talking to landowners rather than tenants. The Master Plan was an aspirational long-term plan and did not override property rights. Landowners were supportive of planning.
- *What was the potential for a carparking building? In terms of shading High Street, it would be a better location than Blake Street and would support traffic from the south.*
- *Were townhouse developments a realistic goal for Rangiora?*  
 The Inquiry by Design process would be facilitated by Urban designers and technical experts who could provide advice on those considerations. There was a shift in demographics.
- *Concern that parking meters and/or paid parking building would be of detriment to the town centre, as had occurred in Marlborough. Free parking was important to retailers.*
- *What levers did Council have to manipulate current landowners?*  
 This was a long-term aspirational plan. There were a number of different roles Council could take to influence landowner decision making. This included – advocating/ regulation/ facilitating or strategic land purchase. The Council needed to act in partnership with developers and landowners.
- *This referred to south of High, however did Council have the large eastern block of Lusettis in consideration?*

The Rangiora Town Centre Strategy (RTCS) identified that area as another character area and importance of connectivity across to the eastern growth area. It was another case of working alongside developers. The RTCS had identified a need for around 6-8 hectares of gross floor area. Part of the change would be driven by the private sector and Council would work alongside in terms of planning for the next 10-15 years collectively.

- *Had 14 Queen Street been considered?*

Council had provided permission to investigate. It was a challenge to justify acquisition without a plan for the site.

**2. Waimakariri Parking Plan Project - Heike Downie (Senior Advisor – Strategy and Programme) and Shane Binder (Senior Transportation Engineer)**  
Memo (240604089743), PowerPoint (240612094982)

Key Points:

H Downie spoke to a PowerPoint presentation that covered Parking Management Plans project including context, drivers and scope, project approach and current Rangiora Town Centre parking. She then invited discussion including key issues and opportunities.

Questions/ Issues/ Observations:

- *Concern raised that including the option of paid parking in project documentation would scare away potential businesses from investing in the town centre.*
- *Suggestion that it was doing a disservice to the process if all possible tools/ options (including paid parking) were not considered at this stage.*
- *If the Durham Street land currently used for parking was developed, was there a contingency?*  
The project approach was outlined.
- *It was noted that Council had expressed a wish that in addition to Kaiapoi and Rangiora, other town centres including Ravenswood and Oxford be considered. A phased approach would be taken.*
- *Was public transport being taken into consideration?*  
Yes, transport choices and modal shift were part of considerations.

**3. Members Forum**

Questions/ Issues/ Observations:

No matters were raised.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 9.05PM.



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** CMS 06-03 / 240430068062**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 July 2024**AUTHOR(S):** Peter Daly, Road Safety Coordinator / Journey Planner  
Joanne McBride, Roding and Transport Manager**SUBJECT:** Proposed Changes to the Bus Stop Facility at North Loburn School**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Chief Executive**1. SUMMARY**

- 1.1. This report seeks approval to relocate the bus stop for the school bus service at North Loburn School from its current location to one approximately 40 metres further North, and to amend the bus stop signage and road markings to reflect the relocation.
- 1.2. The current bus stop location presents road safety risks which can be mitigated if the bus stop is moved a short distance further along the school boundary, making the situation safer for children and car users.
- 1.3. This request is from the Principal of the North Loburn School and is endorsed by the Ministry of Education.

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

- (a)
- Receives**
- Report No. 240430068062.

**AND****THAT** the Rangiora Ashley Community Board recommends:**THAT** the District Planning and Regulation Committee:

- (b) **Approves** relocation of the existing school bus stop approximately 40 metres North, along the school boundary.
- (c) **Approves** the remarking and signage of the new bus stop location.
- (d) **Notes** the cost estimate of \$1000 - \$1200.
- (e) **Notes** the support of the principal of North Loburn School, and of the Ministry of Education.

### 3. **BACKGROUND**

- 3.1. The bus stop outside North Loburn School was established in 2008/2009.
- 3.2. Over time it has been identified that having the bus stopped in the designated bus stop in the current location restricts sight lines for both the cars using the adjacent school car park, and the sight lines of children entering and exiting the adjacent school pedestrian gate.
- 3.3. North Loburn School is the last stop on this Ministry of Education bus route. On dropping the students off in the morning, the bus remains in that space during the school day until it is required to uplift students at the end of the day.
- 3.4. In late 2023 the school principal arranged for a site visit to the school by representatives of the Ministry of Education, and of the bus company conducting the bus service. The group recommendation is that the bus stop is moved to the other school gate, which is 40 metres further North along the school boundary.
- 3.5. The principal has raised the request with Council.
- 3.6. Figure 1 shows the location of the existing bus stop, and the proximity of the stop to the car park entrance, and the pedestrian access gate.

*Figure 1. Existing bus stop*



- 3.7. Figure 2 below shows a street view of the proposed bus stop, located approximately 40 metres to the North, along the school boundary.

Figure 2. Street view of the area proposed for the bus stop.



- 3.8. The new location is adjacent to the alternative pedestrian access gate, proposed to be used by those students who use the bus service. This gate was successfully used during Covid.
- 3.9. The existing pedestrian entry/exit will still be used by those students not using the bus service. Their sight lines will be enhanced by the relocation of the bus stop, as will that of the drivers who use the school car park.
- 3.10. If approved, the proposed bus stop will be established in accordance with Bus Stop design guidelines.
- 3.11. It is proposed to mark a yellow box on the roadway in addition to the sign shown at Figure 3 below.

Figure 3. Proposed signage



- 3.12. A supplementary sign underneath this one will indicate that it is in force on school days only.

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

- 4.1. The school principal has approached council with the request and advises that the request is supported by the school Board of Trustees, and the Ministry of Education
- 4.2. The Ministry of Education has confirmed this in writing.

4.3. The following options are available:

4.3.1. Option One – Approve the relocation of the bus stop as proposed.

This is the recommended option as it mitigates the sight line risks that exist for school students or car drivers using the carpark.

4.3.2. Option Two – Decline the relocation of the bus stop.

This option would not allow the safety improvements sought by this report.

**Implications for Community Wellbeing**

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

Encouraging the uptake of a public transport option improves road safety in the immediate area through a reduction of vehicle movements during pick up and drop off times, as well as having environmental benefits.

4.4. The Management Team has reviewed this report and supports the recommendations.

**5. COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are unlikely to have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

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

The school community will benefit from the improvement in safety arising from the recommendations. Vehicles using the school carpark will have safer exit views with the bus in the new location.

There are no negative impacts for the school arising from adoption of the recommendations in the report.

5.3. **Wider Community**

There are no negative impacts for the wider community arising from adoption of the recommendations in the report.

**6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. This cost to Council will be covered by the existing signage and road marking budgets.

The cost of the signage and marking changes are estimated to be approximately \$1000 - \$1200.

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. There would be ongoing safety risks associated with not approving the recommendations in this report.

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

The bus service is being operated by Transitz Coachlines, the company which operates a range of school bus services across Waimakariri District. This service will be operated under their standard operational practices, including health and safety provisions.

### 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**

Land Transport Act 1998 Section 22 AB

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

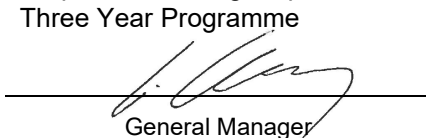
The Council's community outcomes are relevant to the actions arising from recommendations in this report.

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

The Community Board has the following delegations under Section 15 of the Delegations to Community Boards:

- Approving traffic control and constraint measures on streets and recommending to Resource Management & Regulations Committee; matters relating to Council parking by-laws.

The District Planning and Regulation Committee has the delegation granted to a standing committee under the manual, including Parking Enforcement.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-08-09-01 / 240419062918**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 July 2024**AUTHOR(S):** Kieran Straw – Civil Projects Team Leader  
Joanne McBride – Roothing and Transport Manager**SUBJECT:** Proposed Roothing Capital Works Programme for 2024/25 and Indicative Three Year Programme**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Chief Executive**1. SUMMARY**

- 1.1 This report seek endorsement from the Community Board of the proposed 2024/25 Roothing Capital Works Programme and notes the indicative three-year programme from 2025/26 to 2027/28, as shown in the tables in Attachment (i).
- 1.2 The Roothing Capital Works Programme being considered are the categories where a general allocation is provided for in the Council's Long Term Plan (LTP), where community input is beneficial to achieving the required outcomes.
- 1.3 Renewal programmes are determined following a condition assessment of assets which have reached the end of life and are due for replacement, or where infrastructure is failing to provide an adequate level of service. While part of the prioritisation process considers asset life other factors including road hierarchy, high demand areas (e.g., schools or town centre areas) are also considered.
- 1.4 All major improvement projects which are specifically listed in the Long Term Plan (LTP) are not considered within this report, as these are consulted on through the LTP process.
- 1.5 Minor safety improvements and public transport infrastructure are also included in the proposed programme.

**Attachments:**

- i. Proposed Roothing Capital Works Programme for 2024-25 and Indicative Three-Year Programme (TRIM No. 240624102120)

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

- (a) **Receives** Report No. 240419062918.
- (b) **Endorses** the attached 2024/25 DRAFT Proposed Roothing Capital Works Programme (Trim No. 240624102120)
- (c) **Endorses** the indicative Roothing Capital Works Programme for the 2025/26, 2026/27 and 2027/28 financial years.

- (d) **Notes** that the outcome of the National Land Transport Programme (NLTP) will not be known until September 2024, and as such it will not be known as to whether co-funding is available until that time.
- (e) **Notes** that feedback from the Community Boards, will be incorporated into the final report which is proposed to be submitted to the Utilities and Roding Committee in August 2024 for approval.

### 3. **BACKGROUND**

- 3.1 The Roding programmes being considered are for those categories where a general allocation only is provided in the Council's Long Term Plan (LTP). These categories have some flexibility and as such community input is beneficial to achieving the required outcomes.
- 3.2 Major Roding Improvement projects are not included in this report as they are specifically listed in the LTP and consulted on through the LTP.
- 3.3 Categories considered within this programme are:
  - Kerb and Channel Renewal
  - Footpath Renewal
  - Minor Improvements
  - New Footpaths
  - Public Transport Infrastructure (New bus shelters & seats)
- 3.4 Other general categories such as road rehabilitation, road resealing, unsealed road re-metalling, signs renewal and street light renewal are not included as these programmes are developed purely on technical grounds and for asset condition reasons.
- 3.5 The process for finalising and approving the 2024/25 Roding capital works programme has included circulating a memo with the draft programme to the Community Boards ahead of this report. Feedback from the memo will be considered at the meeting, and agreed amendments made to the proposed programme. Following on from this, the Boards decisions will be reported back to the Utilities and Roding Committee.
- 3.6 The roding network is managed as a total network across the whole district and as such projects are prioritised district wide. Also, as the majority of expenditure on the network is subsidised by New Zealand Transport Agency Waka Kotahi, their requirements must be met to secure co-funding. Asset condition and safety are the key drivers for the programme and the aim is to minimise lifecycle costs.
- 3.7 Projects are identified in terms of the Roding Activity Management Plan and are being done to ensure the levels of service identified in the LTP are met. Asset renewal projects are identified and programmed based on asset condition to ensure that lifecycle costs, and hence the cost to the community, are minimised.
- 3.8 In developing the programmes, a range of factors are taken into account. Asset condition is the main driver for renewal projects, however other key factors are community feedback, and the coordination of the work with other programmes (such as water main renewal, drainage improvements and Utility Provider undergrounding) especially when deciding which year, a particular work should be done. As asset deterioration is gradual there is some flexibility to bring forward or delay specific projects where required.
- 3.9 Inputs used to develop the programmes are condition rating and inspections, RAMM reports, reports from the maintenance contractor, crash records, network safety inspections, reviews of maintenance costs, feedback from the public via service requests

etc. All identified deficiencies are entered into a database, reviewed and then prioritised to fit within budget levels and to ensure they address a defined level of service issue.

- 3.10 Utility Authorities, the 3 Waters Team and the Greenspaces Teams are consulted to ensure there are no conflicts with their programmes and to identify possible synergies in the programmes.

### 3.11 Condition Assessment

To better understand the condition of the kerb and channel and footpath assets a condition rating is carried out every three years on these assets. The most recent rating was completed in 2022 to feed into the 2024/34 Road Asset Management Plan and the Long Term Plan. The next condition rating is due to be completed in 2025.

### 3.12 Kerb and Channel Replacement

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

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

There are a number of kerb & channel renewal identified for replacement in Rangiora over the next four years.

### 3.13 Footpath Renewals

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

As mentioned above all footpaths were condition rated in 2022. From this rating the worst condition streets were identified and inspected. From that inspection and taking into account community feedback and other programmes. Including the previous approved programme, the draft renewal programme has been developed.

The footpath renewal programme is coordinated with the kerb and channel programme to ensure the end of the footpath life coincides with the end of the kerb and channel life so replacement can be done at the same time. This offers more options to design a comprehensive street upgrade when the renewal takes place. The next condition rating assessment is due to be undertaken in 2025.

### 3.14 Minor Improvements Programme

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

This programme has some flexibility and opportunities exist to carry out a range of safety related improvement works. The proposed programme includes a number of safety issues and concerns that have been raised through various avenues and feedback from the Board(s) is an important input in confirming this programme.



### 3.15 New Footpaths

This programme looks to install new footpaths in urban areas where there currently are none. A programme has been developed and prioritised and delivery of these new paths are continuing. The Programme for 2024/25 has been approved by Council and funding brought forward as part of the Long Term Plan to allow for both Lees Road (Kaiapoi) and East Belt (Rangiora) to be delivered in 2024/25.

It is also noted that staff are continuing to work through options with Council on the delivery of shared paths which had been previously agreed under the Transport Choices funding, which was subsequently withdrawn. This includes the Woodend to Ravenswood connection. Once the outcome of the National Land Transport Programme funding application is known, a further report will be taken to Council.

### 3.16 Public Transport Infrastructure

There are planned improvements within the Rangiora-Ashley ward area for public transport over the next 4 years. In the 2024/25 financial year, two new Real Time display units are to be installed at the River Road Park and Ride, and the South Belt Park and Ride sites.

## 4. ISSUES AND OPTIONS

4.1. The draft programme was presented to the Community Board by way of memo (refer to attachment i.), and feedback will be considered, and if agreed it can be incorporated into the programme where possible. This will then be included within the report to the Utilities and Roding Committee when they consider approval of the programme in August 2024. This will allow for work to proceed promptly in September once the outcome of the National Land Transport Programme (NTLP) is known.

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

4.3. The following options are available to the Board:

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

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

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

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

This is not the recommended option as staff have spent considerable time reviewing these programmes of works and confirming that this programme is not in clashes with other Council programmes.

### 4.4. Implications for Community Wellbeing

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

The programmes contribute directly to public transport, safety and meeting levels of service, all of which have an impact of the Community.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

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

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

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

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

### 5.3. **Wider Community**

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

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

Staff will communicate impacts with directly affected residents as required.

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

### 6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. Programmes are set to meet budget allocations for each category.

This budget is included in the Long Term Plan. It is also noted that the budgets included in the attached proposed programme exclude inflation and that the Long Term Plan budget figures include inflation.

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

The recommendations in this report do have sustainability and/or climate change impacts. Providing good quality assets such as footpaths encourages alternate modes such as walking. Increased Public Transport use has the impact of reducing carbon emissions.

### 6.3 **Risk Management**

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

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

The programme is also circulated to the Community Boards and feedback is sought.

### 6.4 **Health and Safety**

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

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

## 7. **CONTEXT**

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

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

### 7.2. **Authorising Legislation**

The Land Transport Act is relevant to this matter.

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

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

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

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

***Transport is accessible, convenient, reliable and sustainable.***

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other, and Christchurch is readily accessible by a range of transport modes.
- Public transport serves our District effectively.

### 7.4. **Authorising Delegations**

The Rangiora-Ashley Community Board has delegation to receive this report. The Utilities and Roading Committee has the delegation to approve works that are within the Council budgets.

**Proposed Roothing Capital Works Programme for Community Boards - 2024/25 and three indicative years**

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Kerb and Channel Renewal</b>						
Professional Fees			\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Charles Street (Outside Paris for the Weekend)	West	Kaiapoi	\$ 20,000			
Alfred St (Victoria St - Ivory St)	South	Rangiora	\$ 45,000	-	-	
Ashgrove St (Seddon St - No.62)	East	Rangiora	\$ 120,000	-	-	
Akaroa Street (Hugh St - Ashley Pl )	Both	Kaiapoi	\$ 245,000	-	-	
Leech Pl (Bush St - end)	North	Rangiora	-	\$ 30,000	-	
Thorne Pl (Ivory St - end)	South	Rangiora	-	\$ 30,000	-	
Green St (Johns Rd - 22)	East	Rangiora	-	\$ 115,000	-	
Akaroa Street (Ashley Pl - Alpine Ln)	Both	Kaiapoi	-	\$ 140,000	-	
Seddon St (White St to Ayers St)	North	Rangiora	-	\$ 55,000	-	-
Seddon St (Kinley St to White St)	South	Rangiora	-	\$ 30,000	-	-
White St (Johns Rd - Palmer St)	East	Rangiora	-	\$ 40,000	-	-
Otaki St (Ohoka Rd - Broom St / no. 21)	East	Kaiapoi	-	-	\$ 70,000	-
Otaki St (Ohoka Rd - Broom St / no. 21)	West	Kaiapoi	-	-	\$ 135,000	-
Johns Rd (Green St - Bush St)	South	Rangiora	-	-	\$ 12,000	-
Johns Rd (Bush St - King St)	South	Rangiora	-	-	\$ 60,000	-
Denchs Rd (Southbrook Rd - New Life School)	North	Rangiora	-	-	\$ 50,000	-
Edward St, No. 14 - Wales St	East	Rangiora	-	-	-	\$ 165,000
Bush St (South Belt - no. 29 - Kindergarten)	West	Rangiora	-	-	-	\$ 125,000
Bush St (Charles St - Watson Pl)	West	Rangiora	-	-	-	\$ 45,000
Kingsbury Ave (Windsor Crt - Regent Ave) - V Channel	South	Rangiora	-	-	-	\$ 50,000
Other Commitments			\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
To be Allocated			\$ 10,907	\$ 907	\$ 113,907	\$ 55,907
<b>Value of Work Programmed</b>			\$ 560,000	\$ 570,000	\$ 457,000	\$ 515,000
<b>Total Available Budget (including fees)</b>			<u>\$ 570,907</u>	<u>\$ 570,907</u>	<u>\$ 570,907</u>	<u>\$ 570,907</u>

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Footpath Renewal</b>			<b>24/25</b>	<b>25/26</b>	<b>26/27</b>	<b>27/28</b>
Professional Fees			\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Alfred St (Victoria St - Ivory St) - with kerb & channel	South	Rangiora	\$ 25,000	-	-	-
Charles Street (outside Paris for the Weekend)	West	Kaiapoi	\$ 25,000	-	-	-
Princess Pl (Smith St - end)	East	Kaiapoi	\$ 47,000	-	-	-
Grove Pl (Kingsbury Ave - Rex Pl, including walkway)	East	Rangiora	\$ 27,000	-	-	-
Ashgrove St (Seddon St - No.62) - with kerb and channel	East	Rangiora	\$ 55,000	-	-	-
Akaroa Street (Hugh St - Ashley Pl ) - with kerb and channel	Both	Kaiapoi	\$ 102,000	-	-	-
Blackett Street (north-east quadrant at King Street roundabout - No. 216 King St )	North	Rangiora	\$ 15,000	-	-	-
Fraser Pl (No. 2 - end)	South	Rangiora	\$ 20,000	-	-	-
Ashley St (Jennings Pl - No. 71/73)	West	Rangiora	\$ 70,000	-	-	-
Parkhouse Dr (Treffers Ave-End)	West	Rangiora	\$ 53,000	-	-	-
Treffers Ave (Johns Rd - Parkhouse Dr)	West	Rangiora	\$ 30,000	-	-	-
Kippenberger Ave (East Belt - end)	North	Rangiora	\$ 60,000	-	-	-
Wilson Dr (Mill Rd - end)	East	Rangiora	\$ 35,000	-	-	-
Victoria St (No. 67 - Alfred)	West	Rangiora	-	\$ 22,000	-	-
Leech Pl (Bush St - end) - with kerb and channel	North	Rangiora	-	\$ 20,000	-	-
Green St (Johns Rd - No. 22) - with kerb and channel	East	Rangiora	-	\$ 40,000	-	-
Akaroa Street (Ashley Pl - Alpine) - with kerb & channel	Both	Kaiapoi	-	\$ 60,000	-	-
Kingsbury Ave (Windsor Crt- Regent Ave)	North	Rangiora	-	\$ 20,000	-	-
Seddon St (White St to Ayers St) - with kerb & channel	North	Rangiora	-	\$ 25,000	-	-
Seddon St (Kinley St to White St) - with kerb & channel	South	Rangiora	-	\$ 20,000	-	-
Williams Street (Beach to No 232)	East	Kaiapoi	-	\$ 10,000	-	-
Park St (High St - end)	West	Rangiora	-	\$ 40,000	-	-
Holcroft Crt (Seddon St- End)	Both	Rangiora	-	\$ 40,000	-	-
Courtenay Dr (Stone St - Williams St)	North	Kaiapoi	-	\$ 30,000	-	-
Burt St (Albert - Ashley)	Both	Rangiora	-	\$ 35,000	-	-
White St (Seddon St - Kingsbury Ave)	West	Rangiora	-	\$ 75,000	-	-
Upper Sefton Rd (no. 537- Railway St)	North	Sefton	-	\$ 35,000	-	-
Thorne Pl (Ivory St - end) - with kerb & channel	South	Rangiora	-	\$ 15,000	-	-
White St (Johns to Palmers) - with kerb & channel	East	Rangiora	-	\$ 20,000	-	-
Otaki St (Ohoka Rd to Broom St / no. 21) - with kerb & channel	West	Kaiapoi	-	-	\$ 40,000	-
Johns Rd (Green St - Bush St) - with kerb & channel	South	Rangiora	-	-	\$ 45,000	-
Johns Rd (Bush St - King St) - with kerb and channel	South	Rangiora	-	-	\$ 30,000	-
Blackett St (Ashley St to Railway)	North	Rangiora	-	-	\$ 20,000	-
Hewitts Rd (Appleton Pl - No. 27/29)	South	Woodend	-	-	\$ 50,000	-
Hewitts Rd (Woodglenn Dr - Appleton Pl)	South	Woodend	-	-	\$ 30,000	-
Fuller St (Peraki St - No. 65)	South	Kaiapoi	-	-	\$ 50,000	-
Buckleys Rd (45-63)	West	Rangiora	-	-	\$ 20,000	-
Denchs Rd (Southbrook Rd - New Life School) (Opp. Marshall Rd) - with kerb & channel	North	Rangiora	-	-	\$ 25,000	-

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
Edward St, No. 14 - Wales St	East	Rangiora	-	-	-	\$ 15,000
Bush St (Charles St - Watson Pl) - with kerb & channel	West	Rangiora	-	-	-	\$ 30,000
Bush St (South Belt - no. 29 - Kindergarten) - with kerb & channel	West	Rangiora	-	-	-	\$ 60,000
To be Allocated			\$ 6,061	\$ 63,061	\$ 260,061	\$ 465,061
<b>Value of Work Programmed</b>			\$ 604,000	\$ 547,000	\$ 350,000	\$ 145,000
<b>Total Available Budget (including fees)</b>			<u>\$ 610,061</u>	<u>\$ 610,061</u>	<u>\$ 610,061</u>	<u>\$ 610,061</u>

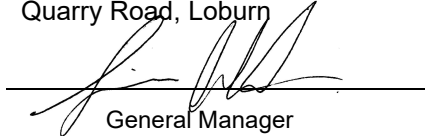
			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Minor Improvement Projects</b>						
<b><u>Lighting</u></b>						
Oxford Lighting Deficiencies		Oxford	\$ 40,000	-	-	-
Oxford Lighting Deficiencies (includes carry-over from 2023/24)		Oxford	\$ 20,000	-	-	-
High Street Pedestrian Crossing Lighting		Rangiora	-	\$ 30,000	-	-
Easterbrook / Fernside Rd		Fernside	-	-	\$ 25,000	-
Harewood Rd / South Eyre Road		Oxford	-	-	-	\$ 25,000
Other Lighting Projects (TBC)		Oxford	-	-	-	-
<b><u>Intersection Improvements</u></b>						
Harleston Rd / Broad Rd Intersection		Sefton	\$ 50,000	-	-	-
South Eyre Rd / Browns Rd		Swannanoa	\$ 40,000	-	-	-
Tram Rd / Earlys Rd Splitter Island		West Eyreton	\$ 40,000	-	-	-
Swamp / Hodgsons / Stonyflat		Loburn	-	\$ 50,000	-	-
North Eyre Rd / Logan Road		Mandeville	-	\$ 50,000	-	-
Birch Hill Road / Bald Hills Road		Okuku	-	-	\$ 50,000	-
Easterbrook Rd / Fernside Rd		Fernside	-	-	\$ 50,000	-
Ashley Road / Summer Hill Road		Cust	-	-	-	\$ 50,000
Ashley Gorge Road / Glentui Bush		Glentui	-	-	-	\$ 50,000
Budget to be Allocated			-	\$ 30,000	\$ 30,000	\$ 30,000
<b><u>School Safety Project</u></b>						
Kaiapoi North School (includes carry-over from 2023/24)		Kaiapoi	\$ 90,000	-	-	-
Rangiora High School		Rangiora	\$ 50,000	-	-	-
Clarkville School (Carry Over)		Clarkville	\$ 40,000	-	-	-
Pegasus School (Solander Road)		Pegasus	-	-	\$ 40,000	-
Other School Projects (TBC)			-	\$ 25,000	\$ 20,000	\$ 50,000
<b><u>Speed Treatments</u></b>						
Cosgrove Street Traffic Calming		Kaiapoi	\$ 25,000	-		-
Oxford Speed Thresholds		Oxford	-	\$ 40,000	\$ 40,000	-
Other Speed Projects TBC			-	-	-	-
<b><u>Minor Works</u></b>						
Milton Ave Entrance to Rangiora - Speed Treatment		Rangiora	\$ 30,000	-	-	-
Speed Indicator Signage - Ground Sockets		Various	\$ 10,000	-	-	-
Ashley Street footpath outside cemetery		Rangiora	-	\$ 20,000	-	
Sovereign Palms & Arlington - Roundabout Signage		Kaiapoi	-	-	-	\$ 25,000
Ford Signage		Various	\$ 15,000	\$ 20,000	\$ 20,000	-
Blacket St Median		Rangiora	-	-	-	\$ 30,000
Other Minor Works			\$ 10,000	-	\$ 20,000	\$ 50,000

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b><u>Walking and Cycling Projects</u></b>						
East Belt Footpath (Grey View Pl to Kippenberger)		Rangiora	\$ 35,000	-	-	
Rangiora Roundabouts Pedestrian Improvements		Rangiora	\$ 40,000	\$ 20,000	\$ 20,000	-
King Street Pedestrian Cut-downs (at George St)		Rangiora	\$ 15,000	-	-	-
Pegasus Bay Cycle Trail - On Road Connections Signage		Various	\$ 10,000	-	-	-
Rangiora Town Centre Pedestrian Crossings		Rangiora	\$ 20,000	-	\$ 20,000	-
South Belt Pedestrian Refuge		Rangiora	\$ 25,000	-	-	-
South Belt - Ped Refuge (Btwn Southbrook / King St)		Rangiora	-	\$ 20,000	-	-
Woodend Footpath Improvements (widening)		Woodend	-	\$ 40,000	-	-
Pegasus Footpath Connections		Pegasus	-	\$ 30,000	-	-
Southbook Cycle Lane Safety Improvements - Delineation		Rangiora	-	-	\$ 20,000	-
Peraki St / Carew St Ped Cutdowns		Kaiapoi	-	-	\$ 15,000	-
Pegasus Cycle Lanes at roundabouts		Pegasus	-	-	\$ 20,000	\$ 50,000
Sneyd / Cosgrove St Ped Cutdowns		Kaiapoi	-	-	-	\$ 15,000
Other Walking & Cycling Projects			-	-	-	\$ 50,000
<b><u>Roadside Hazard Removal</u></b>						
Dixons Rd - Guardrail (RP1125) - includes carry over from 2023/24		Loburn	\$ 290,000	\$ 200,000	-	-
Dixons Rd - Bridge 2802 (RP2540)		Loburn	-	-	\$ 200,000	-
Upper Sefton Rd- Remove Concrete Headwall (RP9490)		Sefton Rural	-	-	-	\$ 200,000
<b><u>High Risk Intersection treatments</u></b>						
Oxford Road - Mertons Road - Plasketts Road			\$ 20,000			
South Eyre Road / Poyntz Road			\$ 20,000			
South Eyre Road / Two Chain			\$ 20,000			
Tram Road / No. 10 Road			\$ 20,000			
Tram Road / South Eyre Rd / Giles Road			\$ 40,000			
Depot Road / Woodstock Road			\$ 20,000			
Mill Road / Ashworths Road			\$ 20,000			
Two Chain Road / Swannanoa Road / Boundary Road / Main Drain Road			\$ 20,000			
Tram Road / Earlys Road			\$ 20,000			
To be allocated				\$ 200,000	\$ 180,000	\$ 180,000
<b><u>Cattle Underpass</u></b>						
Underpasses to be allocated			-	-	-	-
Budget to be Allocated			\$ 6,728	-	\$ 5,000	\$ 15,000
<b>Value of Work Programmed</b>			\$ 1,095,000	\$ 775,000	\$ 770,000	\$ 805,000
<b>Approved Annual Budget</b>			<b>\$ 1,101,728</b>	<b>\$ 775,000</b>	<b>\$ 775,000</b>	<b>\$ 820,000</b>



			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>New Footpaths</b>						
Lees Road (Williams St to west of Bayliss Dr)		Kaiapoi	\$ 135,000	-	-	-
East Belt (north of Wales to Coldstream)		Rangiora	\$ 155,000	-	-	-
Chinnerys Road (Reserve east entrance – Woodglen Dr) – west side		Woodend	-	-	\$ 70,000	-
Redwood Place (Start to end)		Oxford	-	-	\$ 30,000	-
Ranfurly Street (Dale St to Cridland St) – east side		Kaiapoi	-	-	-	\$ 60,000
Matai Place (Start to end)		Oxford	-	-	-	\$ 40,000
Knight Street (Start to end)		Oxford	-	-	-	-
Woodfield Place (Start to end)		Woodend	-	-	-	-
Church Street - Past Anglican Church		Rangiora	-	-	-	-
To be allocated			\$ 54,800	-	-	-
<b>Value of Work Programmed</b>			\$ 290,000	-	\$ 100,000	\$ 100,000
<b>Total Available Budget (including fees)</b>			<u>\$ 344,800</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
* 2024/25 footpath programme has been approved by Council						

			24/25	25/26	26/27	27/28
Project Name	Side	Town	Proposed Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Bus Shelter Programme</b>						
Pegasus Main St near Motu - Real Time Display		Pegasus	\$ 15,000	-	-	
Northern Park and Ride (River Rd) - Real Time Display		Rangiora	\$ 15,000	-	-	
Kaiapoi Central Park and Ride - Real Time Display		Kaiapoi	\$ 15,000	-	-	
South Blt near Bush St - Real Time Display		Rangiora	\$ 15,000	-	-	
Kaiapoi South Park & Ride - Real Time Display		Kaiapoi	\$ 15,000	-	-	
Ohoka Rd (Kaiapoi High School) - north		Kaiapoi	\$ 20,000	-	-	
Ohoka Rd (Kaiapoi High School) - south		Kaiapoi	\$ 20,000	-	-	
Bush St (near Watson Pl)		Rangiora	-	\$ 20,000	-	
Main North Rd (near Hewitts Rd)		Kaiapoi	-	\$ 20,000	-	
Williams St (near Davies St)		Kaiapoi	-	\$ 20,000	-	
Main North Rd (near School Rd)		Woodend	-	\$ 20,000	-	
Pegasus Blvd near Pegasus Main St - Real Time Display		Pegasus	-	\$ 15,000	-	
West Belt at BUPA Retirement Home		Rangiora	-	\$ 20,000	-	-
Island Rd (near Barnard St)		Kaiapoi		\$ 20,000	-	
King St (near Seddon St)		Rangiora		\$ 20,000	-	
Pegasus Blvd near SH1		Pegasus		\$ 20,000	-	
Kaiapoi (opposite McDonalds) - Real Time Display		Kaiapoi			\$ 15,000	
Southbrook Rd (near Coronation St)		Rangiora	-	-	\$ 15,000	-
Williams St near Coups - east		Kaiapoi			\$ 20,000	-
Williams St near Ohoka Rd - east		Kaiapoi			\$ 20,000	-
Main North Rd near Holland Dr (east)		Kaiapoi			\$ 20,000	-
High St near King St (north)		Rangiora			\$ 20,000	-
Pegasus Blvd (north) - near infinity		Pegasus			\$ 20,000	-
Main North Road (near Williams Street) - 42260		Kaiapoi			\$ 20,000	
Main North Rd near Holland Dr (east)		Kaiapoi			\$ 20,000	
Adderly Tce near Sneyd St		Kaiapoi			\$ 20,000	-
Ashley St near Coldstream Rd (west)		Rangiora	-	-		\$ 20,000
Ashley St near River Rd (west)		Rangiora				\$ 20,000
Main North Rd (north of Woodend Rd (west)		Woodend				\$ 20,000
Main North Road (near Williams Street) - 42241		Kaiapoi				\$ 20,000
To be allocated			\$ 10,000	\$ 25,000	\$ 10,000	\$ 45,000
<b>Value of Work Programmed</b>			\$ 115,000	\$ 175,000	\$ 190,000	\$ 80,000
<b>Approved Annual Budget (including fees)</b>			<u>\$ 125,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 125,000</u>

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 240423064120**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 July 2024**FROM:** Thea Kunkel, Governance Team Leader**SUBJECT:** Submission to the proposed quarrying activities and the construction and operation of a Class 3 Managed Fill Landfill at 150, 154, 174 and 176 Quarry Road, Loburn**SIGNED BY:**

  
General Manager


  
Chief Executive
**1. SUMMARY**

- 1.1 The purpose of this report is to establish if the Rangiora-Ashley Community Board (the Board) wishes to make a submission to both Waimakariri District Council and Environment Canterbury on the proposed quarrying activities and the construction and operation of a Class 3 Managed Fill Landfill at 150, 154, 174 and 176 Quarry Road, Loburn.
- 1.2 In March 2024 Protranz International Limited applied for resource consent from both Waimakariri District Council and Environment Canterbury for activities related to the construction and operation of a landfill. As part of this application, Protranz requested that the application be publicly notified.
- 1.3 The resource consent process is governed by the Resource Management Act 1991 (RMA) and the process within the RMA must be strictly adhered to. The process is generally as described below and is also graphically illustrated in Attachment i.
  - 1.3.1 The applicant prepares the information that is indicated in the RMA based on the size and scale of the activity and its likely effects.
  - 1.3.2 Council Planning staff review the information for completeness and accept the application if it is complete.
  - 1.3.3 The Planning Officer then undertakes a more detailed review of the application and seek expert advice from both in-house and external experts on aspects of the application and if anything is missing a request for further information is sent and the application is put on hold. There are often several iterations of this step until the information provided is acceptable.
  - 1.3.4 Once the information provided is considered acceptable, the application comes off hold and processing resumes.
  - 1.3.5 The Planning Officer considers the scale and effects of the proposed activity and makes a recommendation on notification. The RMA sets out when notification is required or when it is precluded. If the effects on the environment are more than minor, then there will be a notification. The final decision on notification must be impartial and is made by the delegated officer or independent commissioner.

- 1.3.6 If a public or limited notification decision is made, the notification period is 20 working days during which time the public can prepare and make submissions on the proposal. There is no requirement for submissions to be prepared by professionals as the RMA is designed to be a process in which the public can participate.
- 1.3.7 The Planning Officer considers all information, including that from submissions if notified, and prepare a Planning Officer's report with a recommendation on the application. This report draws on the officer's own experience as well as other relevant experts and assesses the proposal against the objectives and policies of the District Plans, Regional Policy Statement and provisions of RMA, National Policy Statements, National Environmental Standards, etc.
- 1.3.8 If required there is a hearing where commissioners consider the evidence provided from the applicant, submitters, planning officer, and technical experts in order to make a decision.
- 1.3.9 Decisions can be appealed by the applicant or any party that submitted on the application. Appeals are processed by the Environment Court.
- 1.4 The application from Protranz is currently on hold as additional information has been sought from the applicant. It is important to note that the process of obtaining additional information is essential to be able to determine the effects of the activity on the environment.
- 1.5 It is recommended that when public notification is made that the Board consider the local information and knowledge that can be made in support of or in opposition to a resource consent. This information can be prepared by Board members acknowledging that preparation of the submission can take significant time.

#### Attachments

- i. RMA Process Diagram

## **2. RECOMMENDATION**

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240423064120.
- (b) **Agrees** to make a submission on the Resource Consent (RC245076 and CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.
- (c) **Delegates** authority to Board members J Gerard (Chair), \_\_\_\_\_ and \_\_\_\_\_ to formulate and submit the Board's submission on the Resource Consent (RC245076, CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.

#### **OR**

- (d) **Agrees** not to make a submission on the Resource Consent (RC245076, CRC243700 and associated) applications to undertake quarrying activities and construct and operate a Class 3 Managed Fill Landfill at 150, 154, 174, and 176 Quarry Road, Loburn.
- (e) **Notes** that the Protranz International Limited consent applications with Waimakariri District Council and Environment Canterbury are currently on hold and no public notification has been made.
- (f) **Notes** that the Community Board is an unincorporated body and is not a local authority or a committee of Council. The Community Board has a specific delegation to submit on Resource Consent applications within the Board area where appropriate.

- (g) **Notes** that the Community Board does not have any decision-making authority on Resource Management Act 1991 matters and that decision-making is objective and impartial by delegated officers or commissioners.
- (h) **Notes** that submissions relating to the Community Board's local knowledge and information can be effectively presented without professional advice.
- (i) **Notes** that should the Community Board wish to engage professional advice, including an independent planner, legal advisor, or other technical expert, the Community Board will need to seek specific funding and other resourcing from the Council to engage these professional experts.

### 3. **BACKGROUND**

- 3.1 The site in the Whiterock area has operated as a lime quarry since the 1950s. Protranz International Limited has acquired the property and the adjoining property at 176 Quarry Road, which has not been subject to any quarrying activities.
- 3.2 Protranz proposes constructing and operating a Class 3 Managed to Fill Landfill at the site receiving inert and sorted construction and demolition waste and specific inert wastes, including contaminated soil material. The existing quarry pit on site is proposed for landfill use. Protranz will also continue the existing limestone processing activities from the overburden quarrying and limestone extraction that will occur to shape the landfill floor and sides within 150 Quarry Road and part of 174 Quarry Road. The proposed activities include:
  - Earthworks and clearing within waterway margins.
  - General earthworks for the formation of a landfill.
  - Bridge structure within water setbacks.
  - Increase rates of mineral extraction.
  - Operate and manage fill landfills.
  - Construction of outfalls within the Sites and Areas of Significance to Māori.
  - Earthworks and stockpiling associated with quarrying /landfill construction.
- 3.3 Protranz have sought resource consent from both Waimakariri District Council and Environment Canterbury for their proposal and have requested that application be publicly notified.

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

- 4.1 The Rangiora-Ashley Community Board works collectively with the Council to achieve community goals. However, the Community Board is a separate entity from the Council and, therefore, has independent rights to submit on matters before a public submission process. The Board is also responsible for any areas delegated to it by the Council, one of which is the ability to submit on various issues that face the community when appropriate.
- 4.2. The Board is aware of community opposition to this application from the well-attended public meetings in opposition to the proposal. The Board received a large deputation from concerned residents at its meeting on 10 April 2024 and has noted the many signs displayed in the Rangiora-Ashley Ward calling for the proposed quarry to be stopped.
- 4.3 The Council is still processing the application; however, the applicant has requested that the Resource Consent be notified.
- 4.4 Once it is notified, the submission period will be 20 days as per the RMA. Therefore, it is suggested that the Board delegate authority to three members, (including the Chairperson) to formulate a submission on behalf of the Board, should it decide to make a submission regarding the Resource Consents.
- 4.5 The Board has several options for preparing a submission on resource consents.

Option 1 (recommended in section 2 of this report)

The first option is to have the submission prepared by Board members highlighting specific local knowledge and information on a specific area or activity. This option can provide valuable information to decision makers that many experts are often not aware of due to their lack of familiarity with the site.

This option requires an investment of time by Board members but does not require specific funding from the Council.

Option 2

The second option is for the Board to engage a planning expert to assist with a submission. A planning expert will be knowledgeable of the RMA process, however, also has the potential to be a double up of work that the Council's planning team undertakes.

This option would require a request to the Council for funding to engage the planning expert to act on behalf of the Board.

Option 3

The third option is for the Board to engage legal and other experts to provide legal submissions and technical evidence as part of the submission. Similar to the second option, a legal expert will be knowledgeable of the RMA process, however, has the potential to be a double up or contradiction of the work of the Council's experts.

This option also would require a request to the Council for funding to engage experts to act on behalf of the Board.

- 4.6 It is recommended that the Board consider option one as the most appropriate option in the first instance as it aligns with the core function of the Community Board to represent and act as an advocate for the community. If the Board wishes to proceed with option two or three specific funding will need to be sought from the Council as there is not currently funding allocated in the Long Term Plan. Funding required for option 1 for the initial stages would range from \$10,000 to \$150,000.

4.7 **Implications for Community Wellbeing**

The issues and options in this report have implications for community well-being. A core role of the Community Board is advocating for community interests, which in turn affects community well-being.

- 4.8 The Management Team have reviewed this report.

## 5. **COMMUNITY VIEWS**

### 5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report, and may choose to take part in the resource consenting process

### 5.2 **Groups and Organisations**

Groups and organisations in the community will likely be affected by or interested in this report's subject matter.

### 5.3 **Wider Community**

The wider community will likely be affected by or interested in this report's subject matter. The Board received strong feedback in opposition to the proposal and is mandated to advocate on behalf of the community.

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

### 6.1 **Financial Implications**

The decision sought by this report has financial implications. There is currently no budget allocated to Community Boards for engaging services of experts in the area of consenting. Funding will need to be requested from the Council to enable the governance budgets to fund the costs of expert advice.

It is estimated that if the Board seeks to fund option two above, the costs may be in the \$5,000 to \$10,000 range. If the Board seeks to fund option three above, the costs will be well in excess of this and could be in the \$150,000 range depending on the advice sought. Any request to the Council for this funding would include rating impacts based on the specific funding sought.

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

The recommendations in this report do not have sustainability and/or climate change impacts. However the outcome of the Consent will have impacts on the environment, should it be granted.

#### **6.3 Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. These risks are primarily related to the reputation of the Board if it were not to listen and advocate on behalf of community interests.

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

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

### **7. CONTEXT**

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

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

#### **7.2 Authorising Legislation**

Local Government Act 2002.

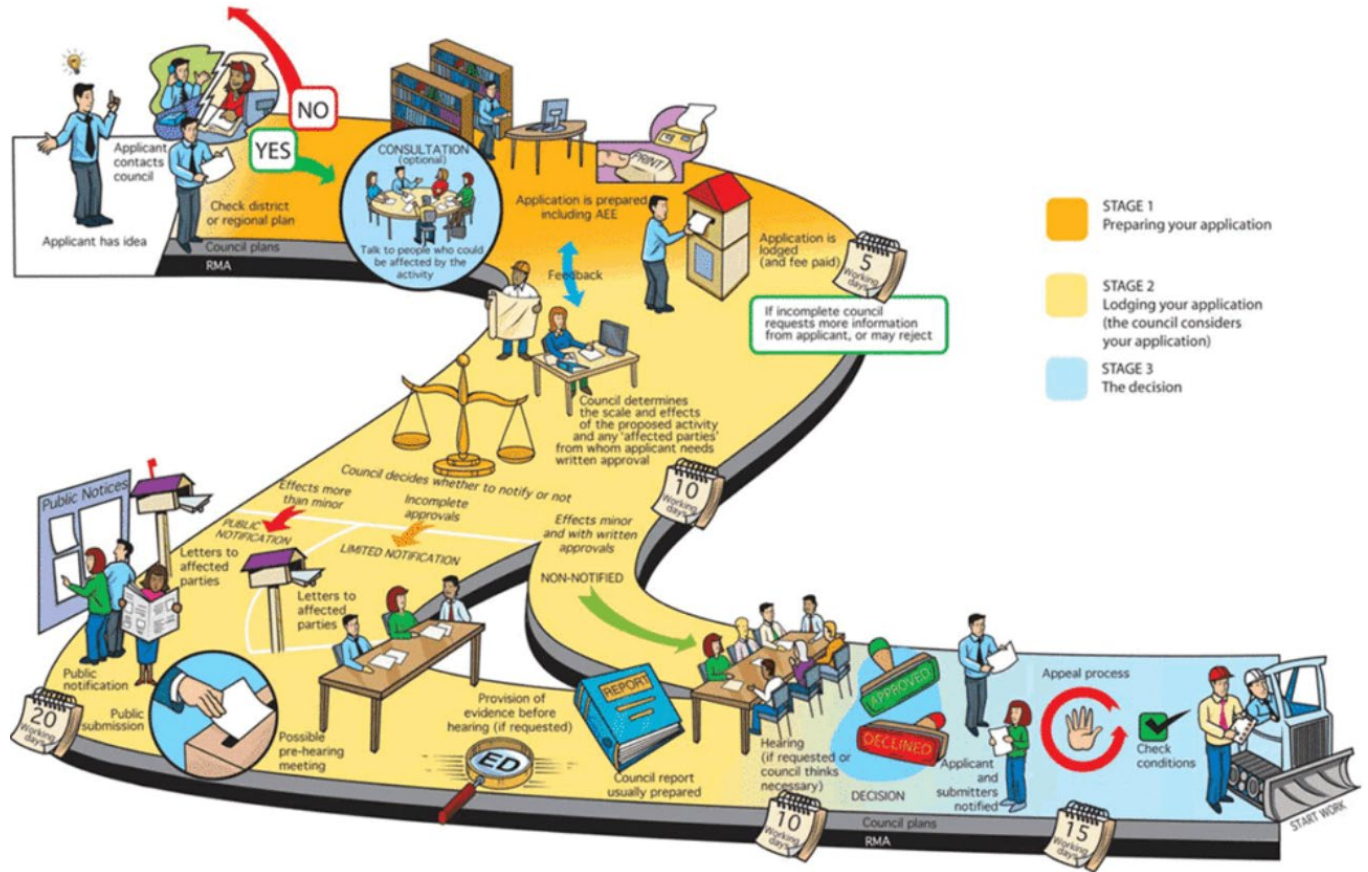
#### **7.3 Consistency with Community Outcomes**

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

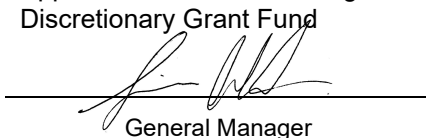
#### **7.4 Authorising Delegations**

As a separate entity under legislation, a Community Board has the right to submit independently to public submission processes.

Attachment i – RMA Process diagram (sourced from <http://www.environmentguide.org.nz>)





**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 240523082939**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 July 2024**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Application to the Rangiora-Ashley Community Board's 2024/25 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 five funding applications:

Name of Organisation	Purpose	Amount requested
Waimakariri United Football Club	Towards bibs for their in-house teams	\$920
North Canterbury Federation of Women's Institute	Towards hosting a craft day	\$300
Southbrook Netball Club	Towards hall hire, storage space and purchase of replacement netballs	\$1,000
St Joseph's School	Towards hosting a major Cultural Festival	\$1,000
The Salvation Army Just Brass	Towards continuing and growing music lessons for underprivileged children	\$1,000
<b>Total:</b>		<b>\$4,220</b>

**Attachments:**

- i. Application from the Waimakariri United Football Club (Trim Ref: 240522082433).
- ii. Application from the North Canterbury Federation of Women's Institute (Trim Ref: 240610093036).
- iii. Application from the Southbrook Netball Club (Trim Ref: 240611093593).
- iv. Application from the St Joseph's School (Trim Ref: 240617097517).
- v. Application from the Salvation Army Just Brass (Trim Ref: 240620100586).
- vi. The spreadsheet shows the grants for the previous two years.
- vii. Board funding criteria for the 2024/25 financial year (Trim 210603089776).

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

- (a)
- Receives**
- report No. 240523082939.

- (b) **Approves** a grant of \$..... to the Waimakariri United Football Club towards the cost of purchasing bibs.  
**OR**
- (c) **Declines** a grant to the Waimakariri United Football Club.
- (d) **Approves** a grant of \$..... to the North Canterbury Federation of Women's Institute towards hosting a Craft Day.  
**OR**
- (e) **Declines** a grant to the North Canterbury Federation of Women's Institute.
- (f) **Approves** a grant of \$..... to the Southbrook Netball Club towards the cost of its annual prizegiving, storage space and replacement netballs.  
**OR**
- (f) **Declines** a grant to the Southbrook Netball Club.
- (g) **Approves** a grant of \$..... to St Joseph's School towards the cost of hosting a Cultural Festival.  
**OR**
- (h) **Declines** a grant to St Joseph's School.
- (h) **Approves** a grant of \$..... to the Salvation Army Just Brass to continue and grow its music lessons for underprivileged children.  
**OR**
- (i) **Declines** a grant to the Salvation Army Just Brass.

### 3. **BACKGROUND**

- 3.1 The **Waimakariri United Football Club** seeks funding to purchase bibs.
- 3.2 The **North Canterbury Federation of Women's Institute** seeks funding to host its annual craft day.
- 3.3 The **Southbrook Netball Club** is seeking funding towards hall hire costs, storage space and the purchase of new netballs.
- 3.4 **St Joseph's School** is seeking funding to host a cultural festival to foster community spirit and celebrate diversity.
- 3.5 The **Salvation Army Brass** is seeking funding to continue and to grow its music lessons for underprivileged children from low-decile schools.
- 3.6 The current balance of the Board's 2024/25 Discretionary Grant fund is \$14,200.

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

#### **Waimakariri United Football Club (*the Club*)**

##### 4.1 **Information provided by the Club:**

- 4.1.1 The Club was formed in December 2008 following the merger of the Rangiora Football Club, the Kaiapoi Town Association Football Club and North Canterbury United. Since then, many of its top competition-grade teams have finished in the top three and won several leagues. The Club continues to grow and regularly competes in South and North Island Tournaments. In 2015, the Club achieved entry into the Women's Premier League, proving the Club has a substantial development programme for junior girls.

4.1.2 The Club has 904 registered players, with most from the Rangiora-Ashley Ward. It is seeking funding to buy bibs for its in-house teams, which play at Maria Andrews Park, Rangiora. Bibs allow players to identify teammates during games and training drills, eliminating confusion, improving communication, and assisting coaches. The bibs are made of breathable material that provides proper ventilation, ensuring players do not overheat

4.1.3 The bibs are estimated to cost \$1,776, and the purchase will be made even if this application is unsuccessful.

#### 4.2 Council Evaluation:

4.2.1 The Club's application for \$920 complies with the Board's Discretionary Grant Application Criteria, as the application is from a local sports club. This is the first time the Club has applied to the Board for funding. However, the Club has also applied to the Kaiapoi-Tuahiwi Community Board for \$856 towards bibs for the teams which play at Kendell Park in Kaiapoi. The Kaiapoi-Tuahiwi Community Board will be considering its application on 15 July 2024.

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

#### 4.3 Information provided by the WI:

4.3.1 The North Canterbury Federation Women's Institute was established in 1921 and has remained relevant for women in town and country communities ever since. Initially, the aim was to improve and develop 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. Today, the WI is more about offering friendship and fun and getting involved with the local community.

4.3.2 The WI intends to host its annual Craft Day on 10 July 2024 to provide an opportunity for its members to learn new skills and pass on their knowledge to other women. The day is expected to attract approximately 30 to 40 members, most from the Waimakariri District, with approximately 30% residing in the Rangiora-Ashely Ward. Members will share new skills and knowledge with other groups and family members, including children, and will also use the new skills when competing in the WI's National Hand Craft Competition and local events.

4.3.3 The anticipated cost of hosting the Craft Day is between \$900 and \$1,000. The requested funding will go towards publicity, craft supplies, and tutor fees. The WIs will raise additional funding required. If this application is unsuccessful, the Craft Day will proceed; however, it would have to be funded from funds allocated to other community projects. The WI has also applied for funding from the Mealing Estate Trust, administered by the New Zealand Federation of Women's Institute.

#### 4.4 Council Evaluation:

4.4.1 The WI's application for \$300 complies with the Board's Discretionary Grant Application Criteria, as the application is from a non-profit organisation. The WI has applied for funding from the Rangiora-Ashley and Woodend-Sefton Community Boards, as most of its members reside in these areas.

4.4.2 The Board does not grant funding for events or projects that have already occurred, ie. retrospectively. However, the Craft Day is scheduled for the same day as the Board meeting, and the application was received prior to the event; thus, the approval would not be considered retrospectively.

- 4.4.3 The following funding was granted to the WI during the last five years, and all Accountability Forms have been received:

Date	Project	Amount
June 2021 (RACB)	Hall hire and craft supplies for Craft Day	\$260
July 2022 (WSCB)	Hall hire and craft supplies for Craft Day	\$200
July 2023 (WSCB)	Hall hire and craft supplies for Craft Day	\$200
<b>Total</b>		<b>\$660</b>

#### ***Southbrook Netball Club (the Club)***

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

- 4.5.1 Southbrook Netball Club is a North Canterbury club based at Dudley Park with teams through Grade and Primary years three to eight. The Club currently has approximately 150 members, all from the Rangiora-Ashley Ward.
- 4.5.2 The Club is requesting funding to assist in paying for storage and meeting space rental at the Southbrook Community Sports Club. While the Club's committee could meet in private homes, it is preferred to have a central, regular meeting space. Also, although equipment could be stored at members' homes, it would be more efficient to have the equipment stored in a central space where all members can access any needed equipment. Further funding is required to purchase new netballs, which are essential equipment
- 4.5.3 The funding will also be used to hire a hall to host the Club's annual Prize-Giving function, an essential event. The function acknowledges and rewards members for their achievements throughout the season and is a time for members and their families to socialise and improve their well-being.
- 4.5.4 The Club's annual membership fees only cover its running costs. Hence, if the application is unsuccessful, the equipment will have to be stored at members' homes, and alternate arrangements will need to be made for meetings and the prize giving. This would also require a significant increase in fundraising, which players and their families may be unable to afford.

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

- 4.6.1 The Club's application for \$1,000 complies with the Board's Discretionary Grant Application Criteria, as the application is from a sports club whose members reside in the Rangiora-Ashley Ward.
- 4.6.2 The Club received the flowing funding during the last five years, and all Accountability Forms have been received.

Date	Project	Amount
December 2020	Hall and storage hire and the prize giving.	\$300
March 2022	Hall and storage hire and the prize giving.	\$512
June 2023	Hall and storage hire and the prize giving.	\$646
<b>Total</b>		<b>\$1,458</b>

### ***St Joseph's School (the School)***

#### **4.7 Information provided by the School:**

- 4.7.1 The School was founded in 1887 by the Sisters of St Joseph of the Sacred Heart and was taken over by the Sisters of Our Lady of the Missions in 1898. The school is a unique character school that strives to develop a confident, connected community. The School is a state-integrated Catholic primary school for pupils up to Year 8. Every student is encouraged to reach their full potential socially and academically to develop as a whole person.
- 4.7.2 The School is planning to host a cultural festival in August 2024, which will include cultural performances and various food stalls. The event aims to foster community spirit, celebrate cultural diversity, and increase cultural sensitivity and harmony. Most attendees are expected to be from the Rangiora-Ashley Ward; however, other schools, including schools from Christchurch, have been invited to perform.
- 4.7.3 The School is keen to include a hangi as a food option, which it believes is an important aspect of New Zealand's cultural heritage to showcase. However, it does not have the knowledge or equipment required, and the grant funding will thus be used to secure a vendor.
- 4.7.4 The event is expected to cost approximately \$4,000, and the School has secured some corporate sponsorships and cash donations. Prizes for raffles have also been donated. If this application is unsuccessful, the event will still proceed; however, the School will not be able to provide the hangi.

#### **4.8 Council Evaluation:**

- 4.8.1 The Board's Discretionary Grant Application criteria notes that schools are not considered non-profit community-based organisations. The application is from the School's principal and, therefore, does not comply with the criteria.
- 4.8.2 The Application criteria also indicate that organisations predominantly funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should fund. Although it is acknowledged that schools, especially smaller schools, have minimal budget, no evidence has been provided that the Ministry of Education should not subsidise the cultural event. This is the first time the School has applied to the Board for funding assistance.

### ***The Salvation Army Just Brass (the Organisation)***

#### **4.9 Information provided by the Organisation:**

- 4.9.1 The Organisation originated from the Christian Mission, which began operating in the East End of London in 1865. The Organisation quickly spread from London to many parts of the world. The rapid growth was aided by a quasi-military command structure, which allowed for quick decisions, fast implementation of policy and flexibility in the use of resources. The Organisation arrived in New Zealand in 1883 and has provided social services to people of all ages, regardless of culture, financial position, religious belief or social class.
- 4.9.2 The Organisation initiated the Just Brass Programme, which provides free music lessons to children in low-decile schools. Through the transformative power of music, the programme fosters the children's confidence, self-esteem, and academic success. The programme also opens doors for other services should the children or their families need further welfare or social support.

- 4.9.3 Most of the programme's 24 students are from the Rangiora-Ashley Ward. If this application is unsuccessful, the programme will be in jeopardy and may force the Organisation to reduce the number of students it assists. The Organisation is investigating possible funding from the David Ellison Charitable Trust to enable them to purchase more instruments required to grow the programme.

4.10 Council Evaluation:

- 4.10.1 The Organisation's application for \$1,000 complies with the Board's Discretionary Grant Application Criteria, as the application is from a non-profit organisation, and the majority of its members reside in the area. This is the first time the School has applied to the Board for funding assistance.

- 4.11 The Board may approve or decline grants as per the grant guidelines.

4.12 **Implications for Community Wellbeing**

There are social and cultural implications, as the Clubs and organisations provide opportunities for social interaction, which builds a sense of community. Participating in social events reduces feelings of isolation and encourages social connection.

- 4.13 The current balance of the Rangiora-Ashely Community Board's 2024/25 Discretionary Grant Fund is \$14,200. If the applications are granted, the Board will have \$9,980 left for the remainder of the financial year.

- 4.13 The Management Team has reviewed this report.

**5. COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū may likely be interested in the subject matter of this report. As the cultural festival to be hosted by St Joseph's School will showcase various aspects of Māori culture.

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be interested in the report's subject, as sports, social, and cultural events encourage social interaction, which builds a sense of mental health and contributes to community well-being.

**6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

- 6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$14,200 for the Rangiora-Ashely Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

- 6.1.2 The current balance of the Rangiora-Ashely Board's 2024/25 Discretionary Grant Fund is \$14,200. If all the applications are granted, the Board will have \$9,980 left for the remaining eleven months of the financial year.

- 6.1.3 The Board may consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are 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 be the responsibility of the organisations and groups that have applied for funding.

## 7. **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Not applicable.

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

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

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

### 7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2023/2024

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 will be used for? *(Use additional pages if needed)*

What is the timeframe of the project/event date? \_\_\_\_\_

Overall cost of project: \_\_\_\_\_ Amount requested: \_\_\_\_\_

How many people will directly benefit from this project? \_\_\_\_\_

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

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

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

Oxford-Ohoka \_\_\_\_\_% Rangiora-Ashley \_\_\_\_\_% Woodend-Sefton \_\_\_\_\_% Kaiapoi-Tuahiwi \_\_\_\_\_%

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 is the benefit(s) to your organisation? 53

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

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

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

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

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

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

If yes, please supply details:

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

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

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

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

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

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

Signed:  \_\_\_\_\_ Date: \_\_\_\_\_

## Club Membership

### Waimakariri United Football Club For the year ended 31 October 2023

	2023	2022
<b>Income &amp; Expenses</b>		
<b>Income</b>		
Fees/Subscriptions	170,676	155,327
Grants	33,704	56,401
<b>Total Income</b>	<b>204,381</b>	<b>211,728</b>
<b>Expenses</b>		
Affiliation Fees - Mainland & NZ Football	41,572	40,518
Coaching/Training Expenses	4,738	3,123
Coach Reimbursements	5,569	-
Grounds Maintenance	9,953	10,955
Misconducts - Mainland & NZ Football	1,450	50
Prizegiving/Presentations	1,908	3,775
Purchases - Gear/Kit	20,691	29,624
Referee Expenses Mainland Competition	6,011	4,525
Senior Men's Squad Expenses	3,390	3,335
Senior Women's Squad Expenses	300	-
<b>Total Expenses</b>	<b>95,581</b>	<b>95,905</b>
Net Income	108,799	115,822

## Statement of Profit or Loss

### Waimakariri United Football Club For the year ended 31 October 2023

	NOTES	2023	2022
<b>Trading Income</b>			
Club Membership		108,799	115,822
<b>Other Income (Net Contribution)</b>			
Fundraising & Sponsorship		16,534	20,764
Futsal		(7,679)	4,439
Holiday & Player Development Programs		6,488	4,712
Merchandise		3,137	444
Photography		-	1,821
Shop & BBQ		(898)	825
Tournaments (Attended)		(2,265)	(1,425)
Tournaments (Hosted)		10,450	21,948
Twilight Football		14,974	6,090
Turf		941	-
Interest Income		1,269	188
Other income		1,986	1,285
<b>Total Other Income (Net Contribution)</b>		<b>44,937</b>	<b>61,091</b>
<b>Total Trading Income</b>		<b>153,737</b>	<b>176,914</b>
<b>Gross Profit</b>		<b>153,737</b>	<b>176,914</b>
<b>Total Income</b>		<b>153,737</b>	<b>176,914</b>
<b>Operating Expenses</b>			
ACC Levies		-	877
Accountant Fees		-	430
Administration Expenses		1,074	117
Bad Debts		10,943	7,933
Bank Fees		50	94
Cleaning		1,328	533
Committee Expenses		44	-
EFTPOS Expenses		5	-
EFTPOS Merchant Fees		775	876
Merchant fees recovered		(916)	-
General Expenses		-	758
Insurance		1,022	934
IRD - Penalties		190	-
IRD - UOMI		349	-
IT Expense		6,211	3,374
Light, Power, Heating		1,100	1,018
Mobile Phone Expenses		1,735	1,000
Motor Vehicle Expenses		-	913
Printing, Postage & Stationery		1,238	1,101

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

## Statement of Profit or Loss

	NOTES	2023	2022
Rent		5,000	5,842
Repairs and Maintenance		990	351
Rubbish Collection		2,129	1,119
Sponsorship Procurement Expenses		315	3,020
Volunteer costs		-	2,196
Salaries, Wages & Contractors		121,411	129,827
<b>Total Operating Expenses</b>		<b>154,994</b>	<b>162,312</b>
<b>Profit (Loss) Before Depreciation</b>		<b>(1,257)</b>	<b>14,602</b>
<b>Less Depreciation</b>			
Depreciation		4,404	5,067
(Profit) / Loss on Disposal of Fixed Assets		(4,085)	-
<b>Total Less Depreciation</b>		<b>320</b>	<b>5,067</b>
<b>Net Profit (Loss)</b>		<b>(1,577)</b>	<b>9,534</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Balance Sheet

## Waimakariri United Football Club As at 31 October 2023

	NOTES	31 OCT 2023	31 OCT 2022
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Bank		43,139	49,923
<b>Accounts Receivable</b>			
Accounts Receivable		40,384	26,828
less Provision for Doubtful Debts		(22,625)	(10,041)
<b>Total Accounts Receivable</b>		<b>17,759</b>	<b>16,787</b>
<b>Total Current Assets</b>		<b>60,897</b>	<b>66,710</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment		30,195	75,514
Provision for Loss on Disposal of Clubrooms at Maria Andrews		-	(45,000)
<b>Total Non-Current Assets</b>		<b>30,195</b>	<b>30,514</b>
<b>Total Assets</b>		<b>91,092</b>	<b>97,225</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Mastercard Business Card		786	1,017
Accounts Payable		7,960	10,688
GST Payable		3,835	433
Employee Entitlements		2,119	2,706
Other Current Liabilities		-	3
<b>Total Current Liabilities</b>		<b>14,699</b>	<b>14,847</b>
Non-Current Liabilities		9,193	13,600
<b>Total Liabilities</b>		<b>23,891</b>	<b>28,447</b>
<b>Net Assets</b>		<b>67,201</b>	<b>68,778</b>
<b>Members Funds</b>			
Retained Earnings		67,201	68,778
<b>Total Surplus in Members Funds</b>		<b>67,201</b>	<b>68,778</b>

For and on behalf of the Society;

Brad Eiffe  
Board Chairperson

Kurt Brandso

Treasurer

Date: 07/12/2023



These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Depreciation Schedule

Waimakariri United Football Club  
For the year ended 31 October 2023

NAME	RATE	METHOD	PURCHASED	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING ACCUM DEP	CLOSING VALUE	LOSS	DEP RECOVERED	CAPITAL GAIN
Buildings at Cost													
Curtains	30.00%	DV	1 Nov 2005	1,197	3	-	-	1	1,195	2	-	-	-
Flood Lights - Kendall Park	5.50%	DV	1 Oct 2007	1,542	39	-	-	2	1,505	37	-	-	-
Lights - Kendall Park	7.20%	DV	1 Aug 2006	12,612	3,717	-	-	268	9,162	3,450	-	-	-
Lights - Kendall Park	7.20%	DV	1 Apr 2008	13,265	4,465	-	-	321	9,121	4,144	-	-	-
Rangiora Club Rooms	2.50%	DV	1 Oct 2002	64,661	40,525	-	40,525	-	-	-	40,525	-	-
Security Alarm Installation	30.00%	DV	1 Jul 2009	950	8	-	-	2	944	6	-	-	-
Shed	25.00%	DV	1 Mar 2003	36	-	-	-	-	36	-	-	-	-
Storage Container	2.50%	DV	1 Apr 2005	2,250	1,442	-	-	36	844	1,406	-	-	-
Versatile Garage	4.00%	DV	1 Mar 2007	9,436	4,974	-	-	199	4,661	4,775	-	-	-
Total Buildings at Cost				105,949	55,174	-	40,525	830	27,468	13,820	40,525	-	-
Computer Equipment													
3 x laptops	33.33%	DV	1 Sep 2022	4,632	4,375	-	-	1,458	1,715	2,917	-	-	-
Camera system	33.33%	DV	19 Dec 2016	8,850	810	-	-	270	8,311	540	-	-	-
Laptop - Pam Fraser	33.33%	DV	28 Jun 2016	1,200	91	-	-	30	1,140	61	-	-	-
Total Computer Equipment				14,682	5,275	-	-	1,758	11,166	3,517	-	-	-
Motor Vehicles													
2004 Honda Odyssey	30.00%	DV	7 Sep 2012	13,727	368	-	368	-	-	-	368	-	-
Personalised Plate WUFC10	30.00%	DV	13 Sep 2012	817	22	-	22	-	-	-	22	-	-
Total Motor Vehicles				14,544	390	-	390	-	-	-	390	-	-
Plant & Equipment													
2 x upright fridges	30.00%	DV	20 Jun 2021	957	603	-	-	181	535	422	-	-	-
Casio CE700 Cash Register	48.00%	DV	1 May 2009	500	-	-	-	-	500	-	-	-	-
Council payment	25.00%	DV	16 Feb 2015	4,198	455	-	-	114	3,856	341	-	-	-
Filing Cabinet - Kaiapoi	9.60%	DV	1 Nov 2002	280	29	-	-	3	254	26	-	-	-
Flood Lighting - Maria Andrews	8.00%	DV	1 Jul 2008	25,573	7,747	-	-	620	18,446	7,127	-	-	-
Flood Lights - Maria Andrews	20.00%	DV	1 Oct 2002	1,536	17	-	-	3	1,522	14	-	-	-
Football Goals	25.00%	DV	20 Apr 2015	8,478	967	-	-	242	7,753	725	-	-	-
Freezer	20.00%	DV	1 Oct 2002	200	2	-	-	-	198	2	-	-	-
Fridge	30.00%	DV	1 Apr 2010	300	3	-	-	1	298	2	-	-	-
Fridge - Kaiapoi	15.50%	DV	1 Jan 2004	800	17	-	-	3	786	14	-	-	-
Gasmate BBQ	16.00%	DV	10 Jul 2012	696	115	-	-	18	599	97	-	-	-
Goal Posts - Kendall Park	25.00%	DV	16 Jul 2012	6,620	342	-	-	85	6,364	256	-	-	-
Goal Posts - Maria Andrews	25.00%	DV	1 Dec 2003	3,939	17	-	-	4	3,926	13	-	-	-
goals	25.00%	DV	8 May 2017	6,334	1,315	-	-	329	5,348	986	-	-	-
Inflatable Pitch	25.00%	DV	27 Apr 2012	8,162	393	-	-	98	7,868	294	-	-	-
Laptop	50.00%	DV	25 Jun 2014	495	2	-	-	1	494	1	-	-	-
Laptop Computer	60.00%	DV	1 Dec 2009	1,077	-	-	-	-	1,077	-	-	-	-
Line Marker	48.00%	DV	1 Feb 2010	1,959	-	-	-	-	1,959	-	-	-	-
Line Marker - Maria Andrews	20.00%	DV	1 Oct 2003	1,813	26	-	-	5	1,792	21	-	-	-

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

NAME	RATE	METHOD	PURCHASED	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING ACCUM DEP	CLOSING VALUE	LOSS	DEP RECOVERED	CAPITAL GAIN
Linemarker	16.00%	DV	8 Apr 2013	2,100	396	-	-	63	1,767	333	-	-	-
Oven - Kaiapoi	13.50%	DV	1 Mar 2005	667	45	-	-	6	628	39	-	-	-
Portable Goalposts - Kendall Park	25.00%	DV	16 Jul 2012	950	49	-	-	12	913	37	-	-	-
Tear Drop Banners (8)	10.00%	DV	25 Aug 2014	600	252	-	-	25	373	227	-	-	-
Trophies - Kaiapoi		None	1 Oct 2007	1,874	1,874	-	-	-	-	1,874	-	-	-
Urn	19.20%	DV	1 May 2010	106	7	-	-	1	100	6	-	-	-
Wet & Dry Vacuum Cleaner x 2	40.00%	DV	1 Apr 2011	591	2	-	-	1	590	1	-	-	-
Total Plant & Equipment				80,804	14,675	-	-	1,817	67,946	12,858	-	-	-
Total				215,979	75,514	-	40,915	4,404	106,579	30,195	40,915	-	-

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



1<sup>st</sup> March 2024

To whom it may concern

The Waimak United Football Club (WUFC) has requested a letter of support for their funding application, and we are happy to do so.

The North Canterbury Sports and Recreation Trust (NCSRT) is the sporting trust for the North Canterbury Region and aims to improve the quality of lives through the provision of recreational, sporting, and physical programmes. The Trust has been appointed official managing partner of the 4-court indoor sports facility owned by the Waimakariri District Council, name Mainpower Stadium. This facility is central to the major sporting hub panned for Coldstream Road, which will also include the Mainpower Cricket Oval, Mainpower Hockey Turf, Maria Andrews Football pitch and the North Canterbury Tennis, amongst others.

Established in 1982, the main goal of the NCSRT is to provide opportunities for recreational, sport and physical activity in partnership with community education groups, schools, and clubs.

With Mainpower Stadium having opened in August last year, the Waimak United Football Club (WUFC) now operates out of the Sports House facility, located within it. Once of the main reason WUFC decided to be positioned on-site was to respond to the burgeoning demand for Football and indoor Futsal in our region. With a dedicated, high-quality fitout now being made available to them, we only anticipate their burgeoning numbers will continue to grow.

The North Canterbury Sports and Recreation Trust has worked closely with the Staff and volunteers of Football in many capacities over the years and as a result, we have experienced their professional nature and consistent efforts in maintaining high quality programmes to cover a wide range of age groups. Therefore, we are fully supportive of their application for funding and urge funding organisations to do the same.

Yours sincerely

A large black rectangular box redacting the signature of the Operations Manager.

Operations Manager  
North Canterbury Sport & Recreation Trust





# RANGIORA NEW LIFE SCHOOL

## TE KURA ORA HOU O RANGIORA

DENCHS ROAD, RANGIORA

PH ~ (03) 313 6332

EMAIL ~ admin@rnls.school.nz    www.rnls.school.nz

Tuesday 20 March 2024

██████████  
Sports Co-ordinator  
Rangiora New Life School

To whom it may concern,

I have been asked to write a reference for Waimakariri United Football Club to assist with any funding they apply for.

I write this with three hats on.

My first hat I'm wearing is as a parent of a junior player who played two seasons for Waimakariri United. I found that my son was fitted into the perfect grade, with limited fuss and hassle and given a very supportive coach.

I want to express my grateful thanks to the club management who, from what I observed and know first hand, made sure that many, many other junior players had a enjoyable experience. Now my kids are older and play for their schools, but I continue to recommend Waimakariri United as a great junior club for any prepeptive players!

My second hat is as Sports Co-ordinator for Rangiora New Life School. My role involves working with Deb Foord and the Waimakariri United team, as our school is heavily invloved with Twilight Football (One of the great programmes Waimak run).

With 7 teams in term 4, 2023 season and 5 teams term 1, 2024 season, I have always felt comfortable to ring and ask questions, send feedback and even when not planned, drop by for advice and support.

In times I needed to borrow gear, they have always been generous. They have even helped with community agenices like The Salvation Army's supportive accommodation with sports gear for those in need to enjoy!). They really do have a community focus.

My third hat is as a parent whose both son's referee in the Primary Twilight programme. Both my son's are new to refereeing football and both have enjoyed it very much. I am grateful for the positive feedback and support they get from the club.

I continue to find that the referee schedule is out in plenty of time, they know what grade they are looking after and if they need to ask questions, the feel comfortable to do so with Deb and the team.

I trust this may help with any funding application Waimakariri United Football apply for. I am very happy to answer any questions. See my details below.

Sincerely,

██████████ I Sports Co-ordinator  
Rangiora New Life School  
2 Denchs Road, Rangiora, Canterbury 7400

████████████████████  
████████████████████

Quote  
62

<b>GLOBAL TRADES</b> P.O. Box 58324 BOTANY AUCKLAND 2163 PHONE : 09 265 0066 FAX : 09 265 2271  <b>WEBSITE : <a href="http://www.globaltrades.co.nz">www.globaltrades.co.nz</a></b>	<b>SOLD TO</b> WAIMAK UNITED FOOTBALL CLUB 289 COLDSTREAM ROAD RANGIORA 7400	<b>SPECIAL INSTRUCTIONS</b>
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DATE : 21/05/2024	BANK ACC : WESTPAC 03-0207-0063519-00	CUSTOMER : BIBS
TAX INVOICE : 00009986	<b>QUOTE IS VALID FOR 1 MONTH</b>	PAGE NO. : 1
GST NUMBER : 111-217-300		

ITEM NO.	QTY.	DESCRIPTION	QTY.	PRICE	DISC %	TOTAL
AF/BIBS FBHQ	50	JUNIOR FBHQ LOGO TRAINING BIB GREEN	50	\$6.40		\$320.00
AF/BIBS FBHQ	50	JUNIOR FBHQ LOGO TRAINING BIB ORANGE	50	\$6.40		\$320.00
AF/BIBS FBHQ	40	JUNIOR FBHQ LOGO TRAINING BIB YELLOW	40	\$6.40		\$256.00
CNAQUA	1	FREIGHT & PACKAGING	1	\$24.00		\$24.00

TERMS : NET MONTHLY  
These goods remain the property of GLOBAL TRADES until payment of all monies due have been received.  
Notification of short ships must be given within 5 working days of delivery.  
  
Payment is due strictly 20th of the month following invoice date.

Total excl. GST	\$920.00
GST Total	\$138.00
<b>Total incl. GST</b>	<b>\$1,058.00</b>



**Groups applying for Board Discretionary Grants 2023/2024**Name of group: North Canterbury Federation of Women's Institute

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Secretary

Contact phone number: [REDACTED]

Email: [REDACTED]

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

Federation organises a craft day annually for the members of the Institutes in our Federation and neighbouring Federations of W.I. We arrange tuition in 5 different crafts with at least 2 in our National WI Competitions. Our members often feature in the National placings.

What is the timeframe of the project/event date? Wednesday 10th July 2024 9.30am - 3pm.Overall cost of project: \$900 - \$1000. Amount requested: \$300How many people will directly benefit from this project? 30 - 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 30 % Woodend-Sefton 25 % Kaiapoi-Tuahiwi 10 %Other (please specify): Hurunui 10% Christchurch 20%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?

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



What is the benefit(s) to your organisation?

Our members will compete in competitions locally and nationally. With increased entries in these competitions it makes a better contest.

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

WI members often judge at local A+P shows and schools, and also demonstrate at other Women's groups, in our communities or local schools.

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

If yes, name of parent group: The New Zealand Federation of Women's Institutes.

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

North Canterbury Federation is one of many branches belonging to The NZ Federation of W.I.'s.

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

We are charging all participants ; - to partake in the day and the shortfall will have to come from our reserves.

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:

We applied to the Woodend/Selton Community Board, last year.

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

☐ Supporting costs/quotes

☐ Other supporting information

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

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

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

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

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

Signed: \_\_\_\_\_

Date: 10-6-2024

**North Canterbury Federation Craft Day 2024 Budget**  
**Craft Day Expenses**

	per each		Total
30 Participants	\$ 25.00		\$ 750.00
Expenses			
3 Tutors	\$ 100.00		\$ 300.00
1 Demonstrator	\$ 100.00		\$ 100.00
Materials			\$ 200.00
Hall Hire			\$ 60.00
Advertising			\$ 200.00
Total			-\$ 110.00

**North Canterbury Federation of Women's Institute 2023 Craft Day**

<b>Craft Day Balance Sheet</b>				
<b>Income</b>			<b>Expenditure</b>	
27 x Participants	\$675.00			
Funding	\$200.00			
Tutors			\$ 300.00	
Demonstrator			\$ 50.00	
27 x Card Kits			\$ 54.00	
Hall Hire			\$ 60.00	
Materials			\$ 100.00	
Advertising			\$ 200.00	
	\$875.00		\$ 764.00	
<b>Profit</b>	<b>\$111.00</b>			

## Groups applying for Board Discretionary Grants 2023/2024

Name of group: Southbrook Netball Club

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Grants Officer

Contact phone number: [REDACTED]

Email: southbrooknetball@gmail.com

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

Hall hire for our annual prize giving and for storage of our netball uniform/equipment for our community games.

Purchase of replacement netballs for our teams. These will remain the property of the club. This will see most of our old netballs replaced.

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

Overall cost of project: \$1179.72

Amount requested: \$1000

How many people will directly benefit from this project? 150+

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

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

☐ Preschool ☒ School/youth ☐ Older adults ☒ Whole community/ward

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

Oxford-Ohoka \_\_\_\_\_% Rangiora-Ashley 100 % 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?

We will need to source the funds to pay for an alternative location for our annual prize giving and find a member who can keep all our equipment and dresses at their home. We will need to raise funds to buy replacement netballs. In the meantime, teams will need to train with less equipment than is ideal.

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

Community connection and a sense of whānau/taupuni/belonging. Peace of mind knowing our netball equipment is safely stored and easy to access for club members. Sense of pride with good quality equipment.

Ability to use central community facilities for our annual prize giving and meetings throughout the year, as well as a safe location to store equipment. Fit for purpose equipment giving sense of pride.

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

Fostering a sense of community.

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

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

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

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

None. Our families pay subs that cover most of our running costs. However, playing at Mainpower (it is amazing to be able to play indoors) has lead to an increase in the subs we need to pay to North Canterbury Netball Centre. External funding lets us take pressure off our families, especially with the increased cost of living.

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:

2023 - Hall hire and netballs. Accountability done.

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

☒ Supporting costs/quotes

☒ Other supporting information

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

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

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

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

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

Signed: \_\_\_\_\_

Date: 9 June 2024





10 June 2024

To the Rangiora-Ashley Community Board

### **APPLICATION FOR FUNDING**

This letter is to support an application by Southbrook Netball Club for a grant from the Rangiora-Ashley Community Board. The grant will be used to assist with hire fees for our annual prize giving, to store our netball gear for our community games and to replace netballs used for our teams.

Southbrook Netball Club is one of 19 clubs that play at the North Canterbury Netball Centre in Rangiora. The Club has been in existence for many years, and we currently have 57 players and their families belonging to our Club. Our Club members come from all over the North Canterbury area, and we cater to all age groups, from futureFERNs (Years 3-6), through Player Development Programs (Years 7-8), up to adult grade games.

At Southbrook Netball Club, our Junior teams follow Netball NZ's player-centric program, designed for 5-12 year olds (Years 1-8). This age group is where netball starts, and we look to provide a program that best meets their needs. We aim to make netball enjoyable and fun, to provide consistency of delivery with challenges and opportunities to experience the joy of achieving within a safe and supportive environment. Netball as a team sport has many benefits for junior participants that contribute to their holistic development. Developing strong, resilient players that love to learn are qualities that will continue to benefit them as adults.

Our club is of the belief that if children are motivated and involved in sport, they will always strive to achieve their best. At Southbrook Netball Club, we have seen the benefit of an increased level of engagement and motivation from those who have joined futureFERNs and the Player Development Program then choosing to stay with the club as young adults.

For several years, we have been linked with the Southbrook Sports Club. We pay an annual fee that allows us to use their facilities for our annual prize giving and store our netball gear that we use for our community games there. The move to Mainpower Stadium for our senior teams has been amazing to be able to play indoors each week with guaranteed games, however, has seen an increase in our subs to be able to cover that cost. We are seeking external funding to ensure we can keep our subs as low as possible. If we had to leave the Southbrook Sports Club, our volunteer committee would then have to find a location each year to hold our prize giving and face the pressure each year of finding a family willing to store our netball gear. There is quite a bit so it would take over a large part of someone's house.

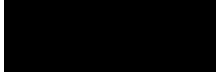
We also want to replace more of our old netballs for our junior teams. It is important that our junior players feel a sense of pride and belonging to our club. All netballs will remain the property of the club.

We are asking the Rangiora-Ashley Community Board for funding of \$1,000.00 (GST inclusive). If our application were successful, we would acknowledge your support using a range of media:

- Our newsletter that goes out to all families.
- Our public Facebook page: <https://www.facebook.com/SouthbrookNetballClub>
- Our annual prize giving.

Thank you for your consideration. If you require further clarification, please feel free to contact me on my cell phone (027 664 9694) or by email ([southbrooknetball@gmail.com](mailto:southbrooknetball@gmail.com)).

Yours faithfully



Grants Officer

## Southbrook Netball

### Financial Report Year ended Sept 2023

<b><u>Income</u></b>		<b><u>Outgoings</u></b>	
Subs/Hoodies	\$10,700	Hoodies	\$ 956.69
Interest	\$138.43	NCNA Subs	\$ 7,790.00
Grants	\$5,872.75	Umpiring & coaching sessions	\$ -
Photos	\$516	Equipment/dress repairs	\$ 5,943.33
		Tournaments	\$ 400.00
		Prize giving expenses/AGM	\$ 239.55
		Trophies/engraving	\$ 408.80
		Court hire	\$ 92.00
		Photos	\$ 414.59
		Trial costs	\$ 20.00
		Finals Badges	\$ 168.00
		Southbrook Sports Hall Fees	\$ 616.97
<b>Total Income</b>	<b>\$17,227</b>	<b>Total Outgoings</b>	<b>\$ 17,049.93</b>
Opening cash at bank	\$ 8,142.83	<i>Banking closing balance:</i>	
Plus total income	\$ 17,227.18	Transaction Account	\$ 2,531.62
Less total outgoing	\$ 17,049.93	Savings Account	\$ 5,788.46
		Cash on Hand	
<b>Year end position</b>	<b>\$ 8,320.08</b>	<b>Total banking closing balance</b>	<b>\$ 8,320.08</b>

# TAX INVOICE

Southbrook Netball

**Invoice Date**  
31 May 2024


**Reference**  
Southbrook Netball

**GST Number**  
067-615-360

The Southbrook  
Community Sports Club  
Inc  
PO Box 474  
Rangiora 7440  
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Senior teams 2024 Season	2.00	100.00	200.00
Junior players 2024 season	39.00	2.00	78.00
Subtotal			278.00
TOTAL GST 15%			41.70
TOTAL NZD			319.70

PLEASE TAKE NOTE OF NEW BANK ACCOUNT NUMBER  
Direct Credit Payments to: 02-0876-0286795-083



## PAYMENT ADVICE

To: The Southbrook Community Sports Club Inc  
PO Box 474  
Rangiora 7440  
NEW ZEALAND

**Customer**  
**Invoice Number**  
**Amount Due**  
**Due Date**  
**Amount Enclosed**

Southbrook Netball  
INV-0569

**312.80**  
20 May 2023

Enter the amount you are paying above



SOUTHBROOK NETBALL CLUB

RANGIORA

## QUOTATION

Quotation Number	010740
Date	10/06/2024
Our Code	STHBK NE
Your Reference	Sarah
Page	1
Salesperson	LYN

GST #: 88 099 966

Product Code	Description	Quantity	Unit Price	Disc %	Line Total
a11728	Gilbert Gripsure Match Ball Size 5	4.00	\$82.60		\$330.40
27545 WHITE/bLUE 4	Gilbert Pulse Training Netball WHITE/bLUE 4	8.00	\$26.09		\$208.72
27545 WHITE/bLUE 5	Gilbert Pulse Training Netball WHITE/bLUE 5	8.00	\$26.09		\$208.72

Please pay within 14 days of invoice. Payment can be made to our bank 010877008403600  
ANZ ChCh

Thank you for your custom. As we are a small business cashflow is very important to us. Please make payment within 7 days. Payment can be made to ANZ 010877008403600.

Sub-Total	\$747.84
GST	\$112.18
Total	\$860.02

### Groups applying for Board Discretionary Grants 2023/2024

Name of group: St Joseph's School, Rangiora

Address:

Contact person within organisation:

Position within organisation: Principal

Contact phone number:

Email:

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

On August 9 we are having a major "Cultural Festival". We will have cultural performances on the stage (from a variety of organisations and schools, including our own) and provide a variety of food stall where festival goers can feast. We are keen to include a hangi as one of the food stalls, but we do not have the knowledge or equipment required to pull off such an undertaking without support. Through our Kapa Haka tutors we have been provided with a vendor who can facilitate this for us, providing the hangi setup and support) but the cost is prohibitive. We would dearly love for NZ's most iconic cuisine (hangi) to be included in the celebration but without extra support this is cost prohibitive.

What is the timeframe of the project/event date? Friday 9 August - 4.30 - 7pm

Overall cost of project: Atleast \$4000 so far Amount requested: \$1000

How many people will directly benefit from this project? 1000

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 85 % Woodend-Sefton 5 % Kaiapoi-Tuahiwi 5 %

Other (please specify): A couple of schools from Chch have also been invited to perform

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

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

The overall event will still continue but we won't be able to afford to offer a Hangi at the event - as the costs for this are prohibitive.

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

Celebration of cultural diversity. Celebration of community. Increased cultural sensitivity and harmony



What is the benefit(s) to your organisation?

Opportunity to strengthen bonds between different schools, ECE's and other organisations (e.g. Dance schools)

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

Celebration of the increasing cultural diversity of our district.

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

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

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

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

We have some corporate sponsorship for the event - with some cash sponsors. We have also had prizes donated to raffle off at the event. Food stalls will be selling food but we want these to be affordable for large families.

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

If yes, please supply details:

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

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

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

Signed: \_\_\_\_\_ Date: 13/06/2024

# TAX INVOICE



Te Hā O Tāne Te Tū a Rēhia

ASB  
12-3483-0034144-50

**BILL TO**  
St Joseph's School  
35 Victoria Street  
PO Box 58  
Rangiora 7440  
Principal Ben Gorman

**INVOICE #** 1904  
**INVOICE DATE** 14/06/2024

DESCRIPTION	AMOUNT
Hāngi 250 ppl Hāngi Prep and Service. 9 August 2024 10am 2pm 4pm 7pm Charging 4hrs x2 ppl \$160 hr	1,280.00
Subtotal	1,280.00
15.0%	192.00
<b>TOTAL</b>	<b>NZD 1,472.00</b>

Thank you

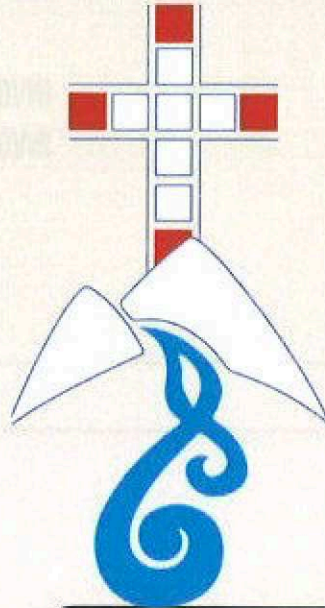
**TERMS & CONDITIONS**  
Payment is due within 7 days



# ST JOSEPH'S SCHOOL CULTURAL FESTIVAL.

4:30PM - 7PM

**FRIDAY 9  
AUGUST**



**@RANGIORA BAPTIST CHURCH**

**Join us for evening of fun food and  
festivities!!**

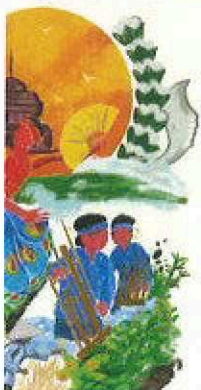
**EXPLORE A VARIETY OF DELICIOUS FOOD  
STALLS, PERFORMANCES THAT WILL  
TRANSPORT YOU ALL OVER THE GLOBE, MUSIC,  
RAFFLES AND MUCH MORE.  
ITS GOING TO BE AN UNFORGETTABLE EVENING  
FILLED WITH LAUGHTER, EXCITEMENT AND  
CULTURAL CELEBRATION.**

## **FOOD STALLS**

**INDIAN  
MEXICAN  
FILIPINO  
COOK ISLAND  
HANGI  
SAUSAGE SIZZLE**



Special thanks to our sponsors.





# **St Joseph's School Rangiora** **Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2023

		2023	2023	2022
	Notes	Actual	Budget (Unaudited)	Actual
		\$	\$	\$
<b>Revenue</b>				
Government Grants	2	1,351,472	1,318,917	1,203,370
Locally Raised Funds	3	80,947	50,000	88,387
Use of Proprietor's Land and Buildings		94,635	94,635	64,907
Interest		4,847	1,800	3,002
<b>Total Revenue</b>		<b>1,531,901</b>	<b>1,465,352</b>	<b>1,359,666</b>
<b>Expense</b>				
Locally Raised Funds	3	67,949	8,500	57,914
Learning Resources	4	1,286,244	1,207,050	1,073,448
Administration	5	138,908	128,035	145,935
Property	6	138,984	140,935	156,574
Loss on Disposal of Property, Plant and Equipment		155	-	3
<b>Total Expense</b>		<b>1,632,240</b>	<b>1,484,520</b>	<b>1,433,874</b>
<b>Net Surplus / (Deficit) for the year</b>		<b>(100,339)</b>	<b>(19,168)</b>	<b>(74,208)</b>
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<b>(100,339)</b>	<b>(19,168)</b>	<b>(74,208)</b>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.

## St Joseph's School Rangiora

### Statement of Changes in Net Assets/Equity

For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
<b>Equity at 1 January</b>		165,144	165,142	233,317
Total comprehensive revenue and expense for the year		(100,339)	(19,168)	(74,208)
Contributions from / (Distributions to) the Ministry of Education		-	-	-
Contribution - Furniture and Equipment Grant		30,372	-	6,035
<b>Equity at 31 December</b>		95,177	145,974	165,144
Accumulated comprehensive revenue and expense		95,177	145,974	165,144
Reserves		-	-	-
<b>Equity at 31 December</b>		95,177	145,974	165,144

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.

# St Joseph's School Rangiora

## Statement of Financial Position

As at 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	7	28,196	138,913	14,984
Accounts Receivable	8	94,158	94,024	59,075
Prepayments		5,476	5,476	-
Investments		50,922	50,922	120,000
		178,752	289,335	194,059
<b>Current Liabilities</b>				
GST Payable		9,275	9,275	11,184
Accounts Payable	10	132,525	132,525	83,949
Revenue Received in Advance	11	2,914	2,914	5,573
Provision for Cyclical Maintenance	12	16,034	16,034	14,684
Finance Lease Liability	13	10,372	10,372	7,182
		171,120	171,120	122,572
<b>Working Capital Surplus/(Deficit)</b>		7,632	118,215	71,487
<b>Non-current Assets</b>				
Property, Plant and Equipment	9	150,046	90,260	129,317
		150,046	90,260	129,317
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	12	43,912	43,912	32,009
Finance Lease Liability	13	18,589	18,589	3,651
		62,501	62,501	35,660
<b>Net Assets</b>		95,177	145,974	165,144
<b>Equity</b>		95,177	145,974	165,144

The above Statement of Financial Position should be read in conjunction with the accompanying notes which form part of these financial statements.

## St Joseph's School Rangiora

### Statement of Cash Flows

For the year ended 31 December 2023

	Note	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
<b>Cash flows from Operating Activities</b>				
Government Grants		345,402	335,392	325,779
Locally Raised Funds		74,070	43,123	77,556
Goods and Services Tax (net)		(1,909)	(1,909)	591
Payments to Employees		(239,815)	(188,270)	(199,422)
Payments to Suppliers		(229,374)	(153,411)	(191,149)
Interest Received		4,715	1,800	3,302
Net cash from/(to) Operating Activities		(46,911)	36,725	16,657
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(29,166)	-	
Purchase of Investments		-	69,078	(26,691)
Proceeds from Sale of Investments		69,078	-	
Net cash from/(to) Investing Activities		39,912	69,078	(26,691)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		30,372	-	6,035
Finance Lease Payments		(10,159)	18,128	(9,831)
Net cash from/(to) Financing Activities		20,213	18,128	(3,796)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>13,214</b>	<b>123,931</b>	<b>(13,830)</b>
Cash and cash equivalents at the beginning of the year	7	14,984	14,984	28,814
<b>Cash and cash equivalents at the end of the year</b>	<b>7</b>	<b>28,198</b>	<b>138,915</b>	<b>14,984</b>

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries, use of land and buildings grant and expense and other notional items have been excluded.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes which form part of these financial statements.



**Groups applying for Board Discretionary Grants 2023/2024**Name of group: The Salvation Army Just BrassAddress: Contact person within organisation: Position within organisation: Corps officerContact phone number: Email: Describe what the project is and what the grant funding will be used for? *(Use additional pages if needed)*

The Just Brass programme provides free music lessons to underprivileged children in low-decile schools, fostering their confidence, self-esteem, and academic success through the transformative power of music. This programme also opens the door to our other services, should the children and their families show a need for further welfare or social support. The programme cares and values disadvantaged children in ongoing group music lessons, helping them become young leaders, excelling in all areas of their lives. Our programme is growing so we need

What is the timeframe of the project/event date? To purchase in 2024Overall cost of project: 23,747Amount requested: 1000How many people will directly benefit from this project? 26Who are the range of people benefiting from this project? *(You can tick more than one box)*

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

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

Oxford-Ohoka 20 %    Rangiora-Ashley 60 %    Woodend-Sefton 20 %    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?

The Salvation Army in Rangiora sees this programme as very beneficial. If this funding grant is no received, we will need to source other funding or this may cause us to cut down the number of students we are assisting.

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

See answer below Just Brass provides music lessons for disadvantaged youth, fostering skills in reading, counting, and collaborative playing, while nurturing self-awareness and community bonds. Led by Barrett Hocking, lessons accommodate one to three students per session, held weekly in two schools during term time. After lessons, students gather at the Salvation Army for band practice and afternoon tea, culminating in a termly concert for families and the

What is the benefit(s) to your organisation?

It is often a front door to our other welfare services, where we are able to give a hand up out of poverty and crisis situations to families in other ways, including food and welfare support as well as our other wraparound services. We have a close working relationship with the lower decile schools and often have them refer families to us for our help.

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

This programme as described above fills an essential need in our community benefiting not only these 24 individuals but their families as well. This programme affecting over 130 people directly.

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

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

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

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

We have also applied for partial funding through David Ellison Charitable Trust

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

If yes, please supply details:

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

☒ Supporting costs/quotes

☒ Other supporting information

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

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

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

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

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

Signed:  \_\_\_\_\_ Date: 20/6/2024



TRIM: 240620100586 / GOV-26-11-06

To The David Ellison Charitable Trust

Tena koe,

Thank you for the opportunity to share with you, the positive impact that Just Brass has had for my sons Alexandru and Nickolai. They are in their 4th and 1st years, respectively playing brass instruments.

Through the Just Brass charitable music program, Alexandru has been learning to play the tenor horn and is now a competent player. Nickolai has just started with the cornet and is excited to be learning. The tuition they receive through Barrett is thorough. They are enjoying learning the technical and musical knowledge needed to play within a band, as well as individually. Both are growing in confidence, and their individual interests and delight in a wide variety of music is rapidly expanding. We love how Barry encourages Contribution and Manaaki as values within the group and his leadership is inspiring the tamariki to step up and take responsibility for themselves and those around them.

Both Barry and Barrett take into consideration the mental and emotional health of each student; knowing when to help the children to push through to a new level of knowledge, or when to remind them to be kind to themselves and remember how far they have come. Alexandru has been steadily growing in ability and confidence, and Nickolai has the encouragement he needs to keep trying in these early days of just starting out. Their resilience and ability to push through has been steadily increasing and an example of this for Alexandru, is when he was determined to play a solo for their concert. Barrett encouraged him to choose a piece of music that was his favourite, and he knew when to help Alexandru push himself and when to give him space to be creative and move in his own time. He accomplished his goal of playing his solo and was so proud of himself. This experience sparked a love of playing for Alexandru and he's been pushing himself at his own pace since. For Nickolai, he's been given the extra support he needs as he pushes through the daunting task of playing in a band as a complete beginner: without this support, he would have given up by now.

Just Brass also provided the opportunity for Alexandru and a few band mates to play some carols in the street at the Christmas street market and perform on stage. Alexandru found this to be such an empowering experience. It boosted his self confidence and brought him delight to see the joy his music gave to people. This also fostered a strong sense of community as neighbours, teachers, classmates and friends enjoyed the music and cheered them on. This experience extended passion and encouraged him to try other opportunities. It also inspired his brother Nickolai to take up music.

This is only possible through the amazing and generous program that Just Brass provides. We would not be able to afford any music lessons otherwise and we are truly grateful for this program. It has opened up a world of opportunities for these children.

Ngā Mihi Nui



Joe Meppurathu

**From:** [REDACTED]  
**Sent:** Thursday, June 20, 2024 12:37 PM  
**To:** IM Staff  
**Subject:** Just Brass Application  
**Attachments:** QD-GOV-Form-008-Rangiora-Ashley-Community-Board-Discretionary-Grant-Application-20232024.PDF; Barry supporting letter (1).docx

**Caution:** [THIS EMAIL IS FROM AN EXTERNAL SOURCE] DO NOT CLICK links or attachments unless you recognise the sender email

Good morning

Please find application form attached. This is our first application form so if I have filled any of it wrong please let me know.

Budget breakdown

Just Brass Budget

434500	Personnel - Other	100
434300	Contracted staff/temps	19,200
441300	Catering & Hospitality	800
441520	Consumables - Fundraising	600
444800	Programme Materials	6,000
444500	Printing & Stationery	75
452500	Repairs & Maintenance	1,200
		<u>23,747</u>

[REDACTED]  
Rangiora Corps Officer

The Salvation Army | New Zealand, Fiji, Tonga and Samoa  
caring for people | transforming lives | reforming society

This communication has been written by a dyslexic person. If you have any trouble with the meaning of any of the sentences or words, please do not be afraid to ask for clarification.

Ka taea e koe te mahi i nga mea katoa na roto i te Karaiti nana nei i homai te kaha  
(You can do all things through Christ who gives you strength)

The email message may contain information which is confidential. If you are not the intended recipient, you must not peruse, use, disseminate, distribute or copy this email or attachments. If you have received this message in error, please notify us immediately by return email, facsimile or telephone and delete this email. Thank you.

## Spreadsheet Showing Rangiora-Ashley Community Board Discretionary Grant for the 2023/24 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Rangiora-Ashley Community Board 10.137.100.2410			2023/24 = \$10,100 + carry forwards \$8066 = Returned funds \$500 =				\$ 18,726.00
	12-Jul	North Canterbury Athletics Club	Information Booklet Printing		\$495	\$495	\$ 18,231.00
	12-Jul	North Canterbury Pony Club	Towards the cost of a new cross country course	11.10.2023	\$500	\$1,000	\$ 17,231.00
	9-Aug-23	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	This will only be sent once the vessel has been purchased	\$500	\$500	\$ 16,731.00
	9-Aug	The Hope Community Trust	towards a two day cooking class	28-Sep-23	\$323	\$234	\$ 16,497.00
	9-Aug	The Rangiora and Districts Early Records Society Inc	towards a replacement computer	10-Apr-24	\$1,800	\$1,000	\$ 15,497.00
	9-Aug	Big Brothers Big Sisters	towards office printer	1.11.2023	\$1,000	\$1,000	\$ 14,497.00
	9-Aug	North Canterbury Scouts Group	Cost of attending the 23rd New Zealand Jamboree		\$500	\$500	\$ 13,997.00
	13-Sep	North Canterbury Classics Leisure Marchers Inc	towards registration for attending the National Leisure Marching event	2-Nov-23	\$400	\$400	\$ 13,597.00
	13-Sep	Southbrook Cricket Club Inc	Towards purchasing 3 tablets	5.02.2024	\$500	\$500	\$ 13,097.00
	13-Sep	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$750	\$278.85	\$ 12,818.15
	13-Sep	Rachel's House Trust	towards community music event	22-Mar-24	\$435	\$435	\$ 12,383.15
	13-Sep	Waimak Touch Incorporated	Gear bags,ball and cones	12-Apr-24	\$1,000	\$1,000	\$ 11,383.15
	11-Oct	Cust and Districts Historical Records Society Inc	Flag and Spike base	7.11.2023	\$500	\$500	\$ 10,883.15
	11-Oct	Tihiraki North Loburn School	towards the purchase of EPro8 equipment	6-Dec-24	\$910	\$910	\$ 9,973.15
	11-Oct	North Canterbury Swim Club	towards time ribbons	7-May-24	\$795	\$795	\$ 9,178.15
	13-Dec	Shiva Tara Aroha Sanctuary	towards the purchase of mealworms	Declined	\$745	\$0	\$ 9,178.15
	13-Dec	Sefton School	Towards replacment of pool cover	Declined	\$1,000	\$0	\$ 9,178.15
	13-Dec	Northern Phoenix paddling club	Go pro cameras for coaching tool	29/02/2023	\$ 1,666.75	\$667	\$8,511.15
	14-Feb	Muscular Dystrophy South Island	Towards hosting support group	14-Jun-24	\$700	\$500	\$ 8,011.15
	13-Mar	Okuku Pony Club	Towards the cost of St Johns Ambulance and prize ribbons		\$1,000	\$1,000	\$ 7,011.15
	13-Mar	The Hope Community Trust	To purchase handheld two-way radios		\$183	\$183	\$ 6,828.15
	13-Mar	Waimakariri Public Arts Trust	Towards the cost of installing a public sculpture at	This will only be sent once the sculpture is installed	\$1,000	\$1,000	\$ 5,828.15
	10-Apr	Rangiora and Districts Early Records Society Inc	towards the cost of upgrading the lighting in it's Photographic Room		\$1,200	\$1,000	\$ 4,828.15
	10-Apr	Rachels House Trust	Towards the cost of a presenters fee to the Brainwave Trust	Declined	\$685	\$0	\$ 4,828.15
	10-May	Rangiora Cricket Club	Towards new balls and equipment	1-Jul-24	\$1,000	\$1,000	\$ 3,828.15
	10-May	Rangiora Toastmasters Club	Towards hosting fortnightly meetings		\$420	\$420	\$ 3,408.15
	12-Jun	Rangiora Community Patrol	Towards the cost of new Brake pads for the	1-Jul-24	\$603	\$603	
	12-Jun	North Canterbury Classics Leisure Marchers Inc	towards registration for attending the National Leisure Marching event		\$400	\$400	

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			2024/25 = \$ 14,200				\$ 14,200.00
	10-Jul	Waimakariri United Football Club	Towards Bibs for in- house teams		\$920		
	10-Jul	North Canterbury Federation of Women's Institute	Towards hosting a craft day		\$300		
	10-Jul	Southbrook Netball Club	towards annual prize giving, storage and new netballs		\$1,000		
	10-Jul	St Joseph's School Rangiora	towards hosting a cultural Festival		\$1,000		
	10-Jul	The Salvation Army Just Brass Band	towards hosting free music lessons		\$1,000		

## GOVERNANCE

## Rangiora-Ashley Community Board

## Discretionary Grant Application

## Information to assist groups with their application

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

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

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

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

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

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

## Criteria for application

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

## What happens now?

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

## What happens next?

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

Our Ref: LTC-03-20-04/240216022707

28 June 2024

Jim Gerard QSO  
Chairperson  
Rangiora-Ashley Community Board

## **A Prudent Plan that Enables Growth – Council's Long Term Plan**

Thank you for making a submission to Council's Long-Term Plan 2024-2034 (LTP). We value receiving submissions from the community to inform our decision making.

This LTP has been particularly challenging for Council given the cost-of-living crisis currently being experienced by our community. We have had to weigh up balancing rates affordability while continuing to deliver the services and infrastructure that makes Waimakariri a great place to live – for residents now and in the future.

We received over 330 submissions to the LTP, with the majority being on the major issues we sought feedback on. The result of our deliberations on these major issues are:

### **(1) Funding flood resilience and improvements**

Climate change exposes our District more severe weather and Waimakariri is particularly prone to flooding. As a result, the Council is establishing an Infrastructure Resilience Team as well as a Flood Recovery and Resilience Fund so when a problem arises with stormwater management we have money put aside to address this.

### **(2) Plans for Rangiora Eastern Link road and Skew Bridge**

The community is keen to see the Rangiora Eastern Link road built. The Council will now lobby NZ Transport Agency (NZTA) to commit its share of the project. This, along with a replacement of Skew Bridge in West Kaiapoi, are our main priorities when advocating for funding from NZTA. These projects, if they receive co-funding from NZTA, would take place in the outer years of the LTP and help solve traffic congestion significantly.

We are also pleased central Government has committed to the Woodend Bypass – this is long overdue and essential as our community in Woodend, Ravenswood and Pegasus grow. The Council will also be strongly advocating for walking and cycling to be included with the Bypass.

### **(3) Building the right community facilities at the right time**

Our community is growing rapidly and will have 30,000 new residents by 2050 with an estimated population of 100,000. The Council must plan for this future growth – this includes looking at how and when we build community, sporting, and aquatic facilities – so there are always plenty of places for leisure and recreation that enhance community wellbeing.



#### **(4) An extension to the Trevor Inch Memorial Rangiora Library**

The Council supported the extension of the current library in the outer years of the LTP. This is a great way of ensuring this key community facility continues to meet the needs of our community without over committing financially. We also want to investigate the possibility of including the museum in any future development. This outcome illustrates the balance the Council has been trying to make through this LTP.

#### **(5) Plans to prioritise the natural environment**

The Natural Environment Strategy was supported. This exciting strategy will result in more natural places to play, improved biological awareness, the development of more reserves, and a lot of planting. It will prioritise nature, connect people with the environment, improve knowledge about our biodiversity, and sustain and create resilient ecosystems.

The final rates increase following Council deliberations is 9.39%, which is 0.45% higher than we consulted on. This is primarily due to a larger increase in insurance costs than had been budgeted. While this increase is more than any of us would like to see, it is lower than the average 16% across Local Government.

Council will continue to explore all opportunities to maintain rates affordability as we look to balance the needs of the community in future. Our forecasts currently have rates increases of around 4% in future years, but of course are subject to market conditions at the time.

We are encouraged that overall our community has indicated that we're on the right track with our planning and we look forward to delivering great outcomes for the community.

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

Until then, if you'd like to read a full copy of the Long Term 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**

Our Reference: / Trim number

25 June 2024

2 Rickton Place  
Rangiora 7400

Dear Property Owner

We met with you in April to discuss the maintenance of the trees along Queen Street. I wanted to thank you for your time and being open to discuss options to hopefully alleviate some of the concerns you have about the trees.

Since that time, we have met with tree contractor Asplundh as well as seeking independent advice from local tree expert Graham Ford.

As a result of these discussions, the following have been actioned.

- Following our meeting, there was a pruning of the trees undertaken by our contractors on 16<sup>th</sup> April. This thinned the leaf content and trimmed back some branches that were overhanging properties and the road. This will contain the expansion of the tree and provide more light able to get to your property.
- We have been able to confirm with our Roading Team that footpath repairs have been programmed into the work plan and be carried out over the next six months.
- Stormwater laterals have been programmed into work plans and residents will be updated as the work begins.
- Staff have arranged for a sweeper truck to attend to Queen Street twice a week, with a leaf blower in advance that will ensure any leaves deposited by residents from their property can be caught by the sweeper truck. We have made available additional budget to make sure this increased service is maintained long term over the leaf fall period.
- We will coordinate this and advise the timings so you are aware when this will be undertaken.
- We have been working with specialist tree contractors to see what crown reduction and pruning can take place that won't compromise the health of the trees. In discussion with the Arborists, they believe that there is a maintenance program that will achieve a crown reduction over time. We are still waiting on a final report from them.
- Once we have received their report, we will prepare a further report to the Rangiora Ashley Community Board to gain approval of the proposed future maintenance and level of service to be provided. The report will be heard at the Boards Wednesday 14<sup>th</sup> August meeting. The report will be provided to you the week prior to the meeting.
- If you would like to make a deputation and present at this meeting, please contact the Board Advocate, Thea Kunkel, who would confirm a time for you. Thea's contact details are T 03 266 9186 or M 027 254 3940.



With the above actions being taken, it is hoped that this will resolve the concerns raised.

If you do have further questions or comments in relation to the maintenance of the trees, please don't hesitate to be in contact. Our contact details are below.

Yours Sincerely



Dan Gordon  
Mayor



Jim Gerard QSO  
Chair  
Rangiora-Ashley Community Board



## CHAIRPERSON'S REPORT

*For the period 3 June to 19 June 2024*

CHAIRPERSON'S DIARY	
<i>Date</i>	<i>Events attended</i>
<b>Monday 3 June</b>	Meet residents at Townsend Reserve.
<b>Tuesday 6 June</b>	Meals on Wheels.
	Meeting reading the Queen Street trees.
<b>Friday 7 June</b>	Waimakariri District Licensing Committee meeting.
<b>Tuesday 11 June</b>	RACB pre-board meeting with staff to discuss agenda.
<b>Wednesday 12 June</b>	Rangiora-Ashley Community Board meeting.
<b>Thursday 13 June</b>	Meeting with Simon Hart.
<b>Friday 14 June</b>	Attended meeting regarding the proposed Loburn Quarry
<b>Wednesday 19 June</b>	Attended Chairs and Deputy Chairs meeting with the Mayor.
	Attended All Boards Session

Jim Gerard  
Chairperson  
**Rangiora-Ashley Community Board**

# RANGIORA-ASHLEY COMMUNITY BOARD

## MEMBERS INFORMATION EXCHANGE

*For the period 12 June to 9 July 2024*

Member' Name: **Liz McClure**

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
19 June	All Boards Workshop	Unable to attend due to illness
20 June	LGNZ presentation - sovereign citizens and vexatious requests	Was able to view the presentation after not being able to connect to Zoom meeting on 11 June
28 June	Matariki Celebrations	Kaiapoi Market and Fireworks
		Kaiapoi Lights
2 July	Rangiora Promotions Relaunch	
6 July	Kaiapoi Art Expo	
10 July	RACB Board Meeting	

Member Name: **Bruce McLaren**

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
June - July	Rangiora Community Patrol	Engagement and events to improve safety in the district
June - July	Justice of the Peace	Free services to the community
12 June 2024	RACB monthly meeting	Council Chambers
19 June 2024	All Boards Workshop	Council Chambers
20 June 2024	Rangiora High School	Production of "We Will Rock You" – excellent, very professional
22 June 2024	Rangiora Players	"Little Grimley" plays – very funny and well performed
27 June 2024	Rangiora & Districts Early Records Society	Monthly public speaker event at the Rangiora Museum. Donald Ellis of "Fairydown" fame delivered a very engaging and interesting talk.
28 June 2024	Matariki Celebrations	

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
4 July 2024	North Canterbury Neighbourhood Support	Monthly meeting at Kaiapoi Library
5 July 2024	Kaiapoi Art Expo opening night function	Kaiapoi Workingmen's Club
6 July 2024	St Johns Church Fair	A monthly event that draws big crowds. All funds raised go to community activities.
6 July 2024	Fire and Ice Festival	Kaiapoi