Rangiora-Ashley Community Board

Agenda

Wednesday 8 February 2017

7.00pm

Waimakariri District Council Chambers
215 High Street
Rangiora

Members:
Jim Gerard Q.S.O (Chair)
Duncan Lundy (Deputy Chair)
Peter Allen
Robbie Brine
Murray Clarke
Keith Galloway
Dan Gordon
Judith Hoult
Sarah Lewis
Greg Miller
Chris Prickett
Paul Williams
Board Members
RANGIORA-ASHLEY COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
TO BE HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE,
215 HIGH STREET, RANGIORA ON WEDNESDAY 8 FEBRUARY AT 7PM.

Karyn Ward
Community Board Advocate

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

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**RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held 14 December 2016, as a true and accurate record.

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<td>Alistair and Heather Cameron, developers of 90 East Belt, will outline to the Board their proposed road names. (See item 6.2)</td>
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<td>6.1</td>
<td>Proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele – K Stevenson (Roading Manager)</td>
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**RECOMMENDATION**

THAT the Rangiora-Ashley Community Board recommends:

THAT the Council:
(a) Receives report N\(^2\) 170124006312.
(b) Approves the Rangiora - Kaiapoi cycle/walkway being made a centennial memorial to the Battle of Passchendaele.

(c) Approves the Rangiora - Kaiapoi cycle/walkway being formally named the “Passchendaele Memorial Cycle/Walkway”.

(d) Notes that Paisley Road will remain a legal road with no name change.

(e) Circulates this report to the Utilities and Roading Committee.

6.2 Road Naming – Subdivision Alastair J Cameron – S Morrow (Land Information Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report no 170125006841.

(b) Approves the following road names for the subdivision of Pt Lot 1 DP 16615 under Resource Consent RC165199 for Roads 1 & 2 as shown on the attached plan.

1. Grey View Grove or Sir George Grey Lane
2. Mount View Mews or Arcadian Mews

6.3 Road Naming – Freeman Homes Limited – S Morrow (Land Information Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report no 170125006814.

(b) Approves the following road names for the subdivision of Lot 500 DP 476332 and Lot 1 DP 25796 under Resource Consent RC155398.

3. McPhail Avenue or Robinson Avenue
4. Hickmott Street

6.4 Road Naming – Private Right of Way, Rangiora – S Morrow (Land Information Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No 170127007379.

(b) Approves Billie Rose Lane as the new name for the Private Right of Way created at Lot 1 DP 358107 under Resource Consent RC155365, off Oxford Road, Rangiora.
6.5 Proposed Street Tree removal 14 Watson Place, Rangiora – G Barnard (Parks Community Assets Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 170117003132.
(b) Approves the retention of the council owned She Oak tree situated in the berm adjacent to 14 Watson Place, Rangiora.
(c) Notes that the retention of the She Oak is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

6.6 Proposed Street Tree removal 270 Kingsbury Avenue, Rangiora – G Barnard (Parks Community Assets Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:
(a) Receives report No.170117003448.
(b) Approves the retention of the Cherry tree situated in the berm adjacent to 270 Kingsbury Avenue, the installation of root guard and the establishment of a street garden around the tree.
(c) Notes that the retention of the Cherry tree is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

6.7 Proposed Reserve Tree removal 124 Church Street, Rangiora – G Barnard (Parks Community Assets Officer)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 170123005525.
(b) Approves the removal of the two Silver Birch trees situated in the Drama Club Reserve (124 Church Street) planted on the northern boundary directly adjacent to 126 Church Street.
(c) Notes that the removal of the Silver Birch trees is NOT consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

6.8 Applications to the Rangiora-Ashley Community Board Discretionary Grants 2016-2017 – K Ward (Community Board Advocate)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:
(a) Receives report No.170118003793.
(b) Approves a grant of $...................... to Rangiora Toy Library Inc. towards the purchase costs of one LikeaBike Jumper balance bike.

OR
(c) **Declines** the application from Rangiora Toy Library Inc.

(d) **Approves** a grant of $..................... to Rangiora and Districts Early Records Society Inc. towards the cost of conservation framing of a sale map for the Red Lion Hotel.

**OR**

(e) **Declines** the application from Rangiora and Districts Early Records Society Inc.

(f) **Approves** a grant of $..................... to Canterbury Justices of the Peace Association Inc. towards the cost of a pull-up banner.

**OR**

(g) **Declines** the application from Canterbury Justices of the Peace Association Inc.

6.9 **Summary of Discretionary Grant accountability to 31 December 2016** –

**K Ward (Community Board Advocate)**

**RECOMMENDATION**

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

(a) **Receives** report No.170126006940.

(b) **Circulates** a copy of this report to all of the Community Boards.

6.10 **Property Lease/Licence Renewals 1 January 2017 to 31 December 2017** –

**M Ball (Property Officer)**

**RECOMMENDATION**

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

(a) **Receives** the attached report number 170106000673.

(b) **Notes** the upcoming renewals, status and nature of the lease/licence agreements.

7 **CORRESPONDENCE**

8 **CHAIRPERSON’S REPORT**

8.1 **Chair’s Diary for December 2016 - January 2017**

**RECOMMENDATION**

**THAT** Rangiora-Ashley Community Board:

(a) **Receives** report No. 170130007775.
9  MATTERS FOR INFORMATION

9.1 Promotion of Waimakariri District – 2015/16 Annual Report (S Markham, Manager Strategy and Engagement) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161201124351)

9.2 Annual Report of Te Kōhaka o Tuhaitara Trust for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121596)


9.4 Capital Projects Report for the period ended 30 September 2016 (P Christensen, Finance Manager) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161114116589)

9.5 Oxford-Ohoka Community Board meeting minutes – 8 December 2016 (Trim No. 161215129634)

9.6 Woodend-Sefton Community Board meeting minutes – 12 December 2016 (Trim No. 161212127949)

9.7 Kaiapoi-Tuahiwi Community Board meeting minutes – 19 December 2016 (Trim No. 161214129405)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board receives the information in items 9.1-9.7.

Note: Items were circulated to members separately on 1 February 2017.

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.

11 CONSULTATION PROJECTS

11.1 Draft Annual Plan

Submissions open between Friday 10 March to Tuesday 11 April.

12 REGENERATION PROJECTS

Updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 1 February 2017: $6,353.79

13.2 General Landscaping Budget
Balance as at 1 February 2017: $35,619

14 MEDIA ITEMS

15 QUESTIONS UNDER STANDING ORDERS

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 March 2017 in the Council Chambers at the Rangiora Service Centre.

Workshop

1. Members’ Forum
2. Roading Workshop: K Stevenson (Roading Manager)
   • Rangiora Town Centres
   • Southbrook Road school crossing
   • General roading update and questions
3. Media, Communications and the Community Board. M McIlraith (Communications and Engagement Manager)
MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 14 DECEMBER 2016 AT 7PM.

PRESENT

J Gerard QSO (Chair), D Lundy (Deputy Chair), P Allen, R Brine, J Hoult, C Prickett (arrived 7.33pm during item 5.2), K Galloway, D Gordon, S Lewis, G Miller and P Williams.

IN ATTENDANCE

J Millward (Manager Finance and Business Support), K Stevenson (Roading Manager), K Graham (Journey Planner/Road Safety Coordinator), D Lewis (Construction Management Engineer), S Collin (Infrastructure Strategy Manager), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

1 APOLOGIES

Moved J Gerard seconded D Lundy

Apologies were received and sustained from M Clarke for absence and C Prickett for lateness.

CARRIED

2 CONFLICTS OF INTEREST

Nil.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Rangiora-Ashley Community Board – 9 November 2016

Moved D Gordon seconded G Miller

THAT the Rangiora-Ashley Community Board:

(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held 9 November 2016, as a true and accurate record.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

4.1 Neil Price (Trustee, Waimakariri Passchendaele Trust) and David Ayers (Chair, Waimakariri Passchendaele Trust) spoke to the Board with a proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele. D Ayers advised that they would also raise their proposal with the Kaiapoi-Tuahiwi Community Board.

2017 would mark the 100 year anniversary of the Battle of Passchendaele, which is located in the municipality of Ypres, Belgium. The Waimakariri District has a twinning relationship with Zonnebeke, a district within Ypres that acknowledges this shared history.
The Trust proposed the cycle/walkway be a permanent memorial to those who died during the battle and that the off-road cycleway along Paisley Road be called the ‘Passchendaele Way’ or similar. It was suggested that memorial elements including information boards be erected at points along the pathway, explaining the history of the battle and how it links to the Rangiora and Kaiapoi communities. D Ayers added that a report would come to the Board.

N Price, as President of the Kaiapoi RSA, advised the RSA supported the proposal to honour and recognise the sacrifice made by those from the Waimakariri District. He commented that 10% of the men in the district at the time left to fight in wars with few returning.

D Lundy asked whether consideration had been given to renaming Paisley Road. D Ayers replied it would be up to the Board to decide but the proposal had only been to name the off-road cycle/walkway.

G Miller queried whether it would be appropriate for information boards to be erected along the track. D Ayers replied the current proposal was for information boards at either end of the track but believed it would be possible for other information boards along the track.

Regarding the memorial: J Hoult asked whether it would be possible to list the names of those who died during the battles. N Price commented that names are listed on memorials in Rangiora, Kaiapoi and Coutts Island. J Hoult clarified whether names could be listed just for the Battle of Passchendaele. D Ayers replied the names were known and the Rangiora and Kaiapoi RSAs were working together on the project.

J Gerard thanked them for their presentation.

4.2 Kathy Graham (Journey Planner/Road Safety Coordinator) and Dan Lewis (Construction Management Engineer) updated the Board on the Urban Cycleways project.

D Lewis spoke to a Powerpoint outlining how the proposed tracks would link with current walking/cycling tracks in the three communities, being Rangiora, Woodend and Kaiapoi, and outlined detailed diagrams of the proposed tracks.

Regarding the Rangiora to Kaiapoi track: D Lewis commented on anecdotal evidence that Paisley Road was being used as a race track: concerns had been raised regarding safety for walkers and cyclists along that part of the track. Staff consulted with local residents from the four properties along Paisley Road. These residents supported closing the road to through traffic at the Fernside Road end.

P Williams commented on the speed of cyclists along the track, in relation to the safety of walkers, and queried whether there would be a speed limit put in place. D Lewis replied that speed limits for cyclists had not been considered but the design of the track would allow room for all to use the track safely. K Graham added that cyclists who do speed usually work in peloton groups, and are less likely to use the proposed track as the design does not allow them to travel at fast speeds. Part of the programme will be to educate the public regarding etiquette of the track for shared use. This may also discourage use by cyclists who do speed.

Regarding the Rangiora to Woodend track: D Lewis showed members a picture of cycleway in Selwyn which best portrayed how the proposed Rangiora-Woodend track would look. He highlighted the intersection of
Rangiora-Woodend, Boys, Tuahiwi and Harris Roads, locally known as five cross roads. On the approach to this intersection, the proposed track would veer south from Rangiora-Woodend Road. Users of the walk/cycleway will cross Boys and Tuahiwi Roads back from the intersection. This will mean track users will have to cross each road separately before the track returns to parallel Rangiora-Woodend Road. Staff are working with landowners to access land where the proposed track will cross onto private property.

Regarding five cross roads: D Gordon questioned whether the proposal was the best plan in relation to users' safety. D Lewis commented the Roading team is currently looking at future options for the intersection, so the proposed track takes those options into account. It may not be an ideal path for cyclists but makes navigating that particular intersection safer for all users.

D Gordon queried signage that informed users of how to approach the intersection. D Lewis replied that signage was part of the plan.

K Galloway asked whether connections between Waikuku, Pegasus and Woodend had been considered. D Lewis showed members how the proposed track connected to Woodend, and to Pegasus through Ravenswood.

D Lundy questioned whether the walk/cycleway linked to the Highgate subdivision. D Lewis replied there currently were footpaths along Kippenberger Avenue, clarifying the Urban Cycleways project is to create connections between urban centres. The cycleway would cease being off-road and become an on-road cycleway just north of Devlin Avenue. K Graham added that part of the project is also to consider all walking and cycling connections within the urban centres.

Regarding the Rangiora to Woodend track: G Miller queried whether planting would be carried out between the track and the road. D Lewis replied the berm would still be required by vehicles from time to time, so planting the berm was not planned.

Regarding the five cross roads intersection: R Brine expressed concern at the visibility of cyclists. D Lewis replied that the track has been moved away from the main road intersection to alleviate the issue of track users having to navigate the difficult intersection.

R Brine sought clarification that a report would come back to the Board regarding any possible land purchases. D Lewis confirmed that staff would come back to the Board regarding any required land purchases.

D Gordon asked about the construction timeframe for both projects. D Lewis replied the scheme design is currently underway for the two routes, with a report to Council in February/March 2017 to finalise the design and costing options. Construction is expected to commence in September 2017 as work has to be completed by June 2018 under the requirements of the Urban Cycleways funding.

D Gordon asked if the timeframe was achievable. D Lewis replied that currently the process was working as planned and the timeframe was achievable and realistic.

Regarding five cross roads: K Graham added there would be an opportunity to re-consider the speed limit along Rangiora-Woodend Road.

J Gerard thanked staff for their presentation.
5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Ashley Rural Water Advisory Group – S Collin (Infrastructure Strategy Manager)

J Gerard raised a few corrections to the report. S Collin noted the corrections and spoke to the report highlighting the Rangiora-Ashley Community Board representative would also be the representative for the Woodend-Sefton Community Board. A report will go to the Woodend-Sefton Community Board’s February 2017 meeting to seek their support for the appointment.

D Gordon expressed an interest in being part of the Advisory Group. It was noted that C Prickett is a current member of the Advisory Group and was willing to act as the Board’s representative. S Collin clarified the Ashley Rural Water Advisory Group report to the Water Liaison Committee; P Williams is the Waimakariri District Council representative on the Committee.

Moved D Gordon seconded G Miller

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 161121119429.

AND

 Recommends that the Council:

(b) Appoints Rangiora-Ashley Community Board Member C Prickett as its representative on the Ashley Rural Water Advisory Group, to represent the interests of water supply customers in the both the Rangiora-Ashley, and Woodend-Sefton Communities, subject to ratification by the Woodend-Sefton Community Board.

CARRIED

D Gordon believed it was appropriate that C Prickett continue to be the Board’s representative with the added strength of being a resident from that part of the Ward.

6.2 Road Naming – Private Right of Way, Rangiora – S Morrow (Land Information Officer)

The report was taken as read and a correction of “Pippen” to “Pippin” was made.

J Hoult queried whether the proposed name was on the Board’s pre-approved name list. It was clarified that the name was submitted by the developer.

Moved P Williams seconded C Prickett

THAT the Rangiora-Ashley Community Board:

(a) Receives report No 161122120206.

(b) Approves Pippin Lane as the new name for the Private Right of Way created off Ballarat Road, Rangiora, being Lot 100, DP 502562.

CARRIED
C Prickett was pleased to see continuity of theme in the naming of local roads.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON’S REPORT

8.1 Chair’s Diary for October-November 2016

Moved J Gerard seconded K Galloway

THAT Rangiorda-Ashley Community Board:

(a) Receives report No.161202124410.

CARRIED

9 MATTERS FOR INFORMATION

9.1 Oxford-Ohoka Community Board meeting minutes – 3 November 2016 (Trim No. 161028111115)

9.2 Woodend-Sefton Community Board meeting minutes – 15 November 2016 (Trim No. 161109115482)

9.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 21 November 2016 (Trim No. 161118118922)

9.4 Visit to Belgium for Passchendaele Commemorations – J Palmer (Chief Executive) - Council, 1 November 2016 (Trim No. 161026109825)

9.5 Contract Acceptance Report – 14/27 – Southbrook Road / South Belt Intersection Upgrade – K Stevenson (Roading Manager) and K Straw (Project Manager) – Public Excluded Council, 1 November 2016

9.6 Request for Increases to Water Source Upgrade Budgets for Waikuku Beach, Garrymere and Poyntzs Road Water Supply Schemes – C Roxburgh (Water Asset Manager) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161108115095)

9.7 Report on expenditure due to reactive maintenance work carried out on Rangiora, Kaiapoi and Pegasus Water Supply Wells – S de Roo (Utilities Engineering Officer) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161109115696)

9.8 Barkers Road petition and road sealing – K Stevenson (Roading Manager) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161104114039)

9.9 Request for budget for Stormwater Diversion Townsend Road, Townsend Fields Development – K Stevenson (Roading Manager) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161109115427)

9.10 Preferred Alignment of Stage 2 Rangiora Wastewater Capacity Upgrade – R Barber (Development Manager) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161109115759)

9.11 West Kaiapoi New Arterial Road Update – K Stevenson (Roading Manager) and J McBride (Civil Projects Team Leader) – Public Excluded Utilities and Roading Committee, 22 November 2016
9.12 **Earthquake Infrastructure Recovery Programme – December 2016 Update – G Boot (Senior Engineering Advisor)** - Council, 6 December 2016 (Trim No. 161124121388)

9.13 **Changes to Fernside Road, Flaxton Road and Todds Road Speed Limits – K Stevenson (Roading Manager) and H Davies (Roading Projects Engineer)** - Council, 6 December 2016 (Trim No. 161116117803)

9.14 **Bringing Forward Budget for Extra Over Oxford Road Water Main – C Roxburgh (Water Asset Manager)** - Council, 6 December 2016 (Trim No. 161128122682)

9.15 **Contract CON201547 - Central Rangiora Sewer Capacity Upgrade Stage 1 Tender Award Report – R Barber (Development Manager)** – Public Excluded Council, 6 December 2016

Moved D Gordon seconded C Prickett

**THAT** the Rangiora-Ashley Community Board receives the information in items 9.1-9.15.

CARRIED

10 **MEMBERS’ INFORMATION EXCHANGE**

10.1 **P Williams**

- New Zealand Post (NZPost) office boxes. P Williams sought support from the Board for a letter to NZPost on the issue. He commented that at a public meeting NZPost had stated that it was not economical for post boxes to remain. C Prickett queried whether it was worth asking what the current patronage numbers were. The Board was in agreement for a letter to be sent. Staff to follow up.

10.2 **G Miller**

- Easterbrook Road: a community meeting was held to discuss residents’ concerns.
- Attended a meeting at West Eyreton Hall regarding a proposed shingle quarry in Isaac Road, Eyrewell; likely to be a future issue for local residents.
- Keep Rangiora Beautiful: working bee along railway to clean up mess left by vandals and now waiting to have graffiti removed.

J Gerard commented that some of the issues raised in G Miller’s first two items could be addressed by a submission through the District Plan change process.

10.3 **J Hoult**

- Attended a community meeting regarding Local Water Management for the Canterbury Land and Water Regional Plan at Waikuku Beach Hall. Believes the Board should be kept up to date on these issues.
- Attended Landmarks meeting. Discussed a district strategy plan.
- North Canterbury Neighbourhood Support: working on a Memorandum of Understanding with Civil Defence, for better communications during major disasters. Comments were made that local groups need to be able to operate for at least three days before contacting national representatives. Added that the Old Fashioned Family Picnic is planned for March 2017.
10.4 **P Allen**
- Announcement of decision on Waimakariri Residential Red Zone Recovery Plan.
- Attended Easterbrook Road community meeting.
- Kippenberger Ave: residents raised issues regarding walkways.
- Oakwood Reserve plantings: local residents have volunteered to help with watering.
- Approached by community members to have the Board’s historic photos along Conway Lane wall.
- Lobbied about proposed Cones Road walkway.
- Received concerns regarding recent Rangiora Health Hub community meeting.

10.5 **R Brine**
- Artificial Hockey turf: referred members to Community and Recreation Committee meeting agenda for more details.
- Graffiti: confession received by Police regarding a number of acts of vandalism. Police working through matters.

10.6 **K Galloway**
- Millton Memorial Dog Park: the park is this month one year old. Working with staff on suggested enhancements to the park and to establish a ‘Friends of the Park’ group. A ‘Dog’s Day Out’ fundraiser planned for autumn 2017.
- Rangiora Museum: compiling a video of citizens of Rangiora.
- Attended Rangiora Health Hub community meeting.
- Met with Watson Place residents to get resealing work completed.

10.7 **D Lundy**
- Civil Defence: spent time working at the Woodend Community Centre after the 14 November Kaikoura earthquakes. Practices carried out have proved to be effective.

10.8 **D Gordon**
- Invited G Miller, as Board appointed liaison, to attend meeting at Fernside Hall regarding hall usage. A number of items were requested like heating and a ramp at the entrance. Some items may come to the Board as a report in the future.
- Attended meeting with Ward Place residents and Council staff regarding maintenance of a drain.
- Entrances to District Town Centres: spoke with the Roading Manager and proposed 1 February 2017 to scope the areas concerned. All Board members invited to attend.
- Attended Easterbrook Road community meeting. Some councillors met with senior Council staff to reflect on concerns raised. May need to look at submitting on Plan Change 41 to help towards a solution.
- Rangiora Promotions: to be commended on the Christmas Gala and fireworks display, 24 November and recent Christmas Parade. Met with Muscle Car Madness (MCM) promoters to discuss a small scale event in High Street, Rangiora to highlight the MCM event and promote the township.
- Requested a briefing for the Board regarding development of the corner of High Street and Ashley Road, where BNZ was situated.
11 CONSULTATION PROJECTS

Nil.

12 REGENERATION PROJECTS

Regular updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located at the link below:


13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 9 December 2016: $6,353.79

At its November meeting, the Board granted a total of $1,956.21 to four community groups/organisations: Presbyterian Support Upper South Island, the Ashley Playcentre, the Cust-West Eyreton Playcentre and the Rangiora Playcentre.

13.2 General Landscaping Budget
Balance as at 9 December 2016: $35,619

14 MEDIA ITEMS

Community Board’s Christmas message in local media.

15 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 February 2017 in the Council Chambers at the Rangiora Service Centre.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.11PM.

CONFIRMED

____________________
Chairperson

____________________
Date

Workshop – 8.14pm – 9.48pm (including staff briefing)

1. Members’ Forum
   Nil.

2. Christmas Lights. Representative from Phillips J McBride (Civil Projects Team Leader) and K Stevenson (Roading Manager), S Hart (Business and Centres Manager) was an apology as helping with Hurunui Recovery.
   The Board were advised of changes in technology and options for lighting designs. A presentation of various lighting was provided by Mike Little, a representative of Philips.

3. Our District, Our Future Waimakariri 2048: Waimakariri District Development Strategy. T Ellis (Development Planning Manager)
   The Strategy was presented to the Board with particular reference to their community area.

4. Proposed Cones Road walkway. D Cameron (Green Space Community Engagement Officer)
   Full update on background of project and consultation taken place to date, due to the project moving to a new Board with revised ward boundaries.

   Deferred to January 2017.

Staff Briefing (Public Excluded)

6. Town Centre Budgets. S Markham (Manager Strategy and Engagement).
   An update on town centre developments.
1. SUMMARY

1.1. The purpose of this report is to seek the Boards support for the Rangiora-Kaiapoi cycle/walkway to be made a centennial memorial to the Battle of Passchendaele.

1.2. At the December Board meeting Neil Price (Trustee, Waimakariri Passchendaele Trust) and David Ayers (Chair, Waimakariri Passchendaele Trust) spoke to the Board and presented a proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele.

1.3. A similar presentation was made to the Kaiapoi-Tuahiwi Community Board and their support for the proposal will be sought at their February meeting.

1.4. 2017 marks the 100 year anniversary of the Battle of Passchendaele, which is located in the municipality of Zonnebeke, West Flanders. The battle had the greatest loss of life in a single battle for New Zealand troops. The Waimakariri District has a twinning relationship with Zonnebeke, which acknowledges this shared history.

1.5. The Waimakariri Passchendaele Trust propose that the Rangiora-Kaiapoi cycle/walkway be a permanent memorial to those who died during the battle and that the cycle/walkway be called the ‘Passchendaele Way’ or similar.

1.6. It was suggested that memorial elements including information boards be erected at points along the pathway, explaining the history of the battle and how it links to the Rangiora and Kaiapoi communities.

1.7. On the face of it this proposal appears very worthwhile and an ideal opportunity to provide a permanent memorial to this significant historical event and in an area that will be easily accessible to the community. It is likely to attract more users to the cycle/walkway especially if there are information boards erected at points along the path.

1.8. It is noted that the views of the wider community have not been sought on this proposal so the Board could support the proposal without seeking wider community views or it could request that wider community views are sought before making a decision.
2. RECOMMENDATION

THAT the Rangiora Ashley Community Board recommends to Council that it:

(a) Receives report N° 170124006312
(b) Approves the Rangiora - Kaiapoi cycle/walkway being made a centennial memorial to the Battle of Passchendaele.
(c) Approves the Rangiora - Kaiapoi cycle/walkway being formally named the “Passchendaele Memorial Cycle/Walkway”.
(d) Notes that Paisley Road will remain legal road with no name change.
(e) Circulates this report to the Utilities and Roading Committee.

3. ISSUES AND OPTIONS

3.1. Representatives of the Waimakariri Passchendaele Trust have spoken to both the Rangiora Ashley Community Board and the Kaiapoi Tuahiwi Community Board with a proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele.

3.2. The proposal includes naming the cycle/walkway and erecting memorial elements including information boards at points along the pathway.

3.3. As the path is predominately off road there are many opportunities where memorial elements could be located. This would provide some additional interest to recreational walkers and cyclists.

3.4. Regarding naming there are a number of options. The Trust suggested ‘Passchendaele Way' or similar. The whole cycle/walkway could be named the “Passchendaele Memorial Cycle/Walkway” with appropriate signage and promotion through the Council’s website and social media channels.

3.5. It is noted that part of the cycle/walkway is on Paisley Road which is a formed legal road providing access to properties. Paisley Road will remain legal road with no name change.

3.6. It is recommended that the Board supports the proposal and recommends to Council that the cycle/walkway be made a centennial memorial to the Battle of Passchendaele and be named the “Passchendaele Memorial Cycle/Walkway”.

3.7. The Board might want to consider whether it should seek wider community views on the naming of the cycle/walkway as others may have views or suggestions on the name. However if wider views are sought and other ideas are submitted the difficulty is then deciding how to evaluate the various suggestions.

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

4. THE COMMUNITY VIEWS

4.1. The views of the wider community have not been sought on the naming of the Rangiora to Kaiapoi cycle/walkway. However the Waimakariri Passchendaele Trust has provided a very good proposal that is likely to be well supported throughout the wider community. The Battle of Passchendaele is part of our history and this proposal is a good way of preserving that history.
5. **FINANCIAL IMPLICATIONS AND RISK**

5.1. The full cost of implementing this proposal and the source of funding has not been assessed or discussed with the Waimakariri Passchendaele Trust. It is expected that the Waimakariri Passchendaele Trust would take responsibility, in conjunction with the Council, for the installation and ongoing maintenance of information boards and other displays along the path. The cost is likely to be modest.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Community Outcomes**

- Businesses in the District are diverse, adaptable and growing
- There is a safe environment for all
- Transport is accessible, convenient, reliable, affordable and sustainable

Ken Stevenson
Roading Manager
1. SUMMARY

1.1. The purpose of this report is to consider providing names for new roads to be created under Resource Consent RC165199 on 90 East Belt Rangiora.

1.2. The land parcel being developed is Pt Lot 1 DP 16615.

1.3. The proposed road names were supplied the developer.

Attachments:
   i. Plan of the subdivision being developed.
   ii. Waimakariri District Council policy for road naming (S-CP4505).
   iii. List of pre-approved Rangiora Ward names (Trim 150826123911).

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board

(a) Receives report no 170125006841

(b) Approves the following road names for the subdivision of Pt Lot 1 DP 16615 under Resource Consent RC165199 for Roads 1 & 2 as shown on the attached plan.
   1. Grey View Grove or Sir George Grey Lane
   2. Mount View Mews or Arcadian Mews

3. ISSUES AND OPTIONS

3.1. There are two road names which require as naming shown on the subdivision plan.

3.2. Of the road names put forward by the developer, none of them have been taken from the Rangiora List of Pre-approved Road Names.

3.3. The developer’s preference for road names is Grey View Grove for Road # 1 and Mount View Mews for Road # 2 as the subdivision has views of Mt Grey and a rural outlook. For alternate names they have chosen Sir George Grey Lane for Road # 1 and Arcadian Mews for Road # 2.

3.4. From the names put forward by the developer, none of them are the same or similar to existing names in the District.
3.5. **Options Considered**

3.4.1 Approve the naming of the new roads as proposed.

3.4.2 Replace any proposed road with a road name of the Rangiora Ashley Community Board’s choice.

3.6. The Roading Team agrees with the proposed road names.

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

4. **COMMUNITY VIEWS**

4.1. It is considered that there would be minimal, if any, public opposition to this request. It does not impact or require any changes to other land parcels in the immediate vicinity.

5. **FINANCIAL**

5.1. The Developers will meet the cost of the road name blade.

6. **CONTEXT**

6.1. A strong sense of community.


6.3. Policy/Delegation Reference - Authority to approve the naming of roads and streets.

Scott Morrow  
Land Information Officer
POLICY

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

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

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

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

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

4 Policy Statement

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

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

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

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

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

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

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

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

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

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

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

4.8 Naming of streets in new subdivisions:

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

4.9 Approval Criteria and Weighting

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

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

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

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

(d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.
4.10 Road Type

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

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

## Roads and Streets

### NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

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

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

5. **Links to other policies and community outcomes**

   This policy should be read in conjunction with:

   5.1 *Local Government Act 1974 s319(j).*

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

   5.3 Community Outcome:

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

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

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

6. **Adopted by and date**

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

7. **Review**

   Review every six years or sooner on request.
<table>
<thead>
<tr>
<th>Pre-approved Road Name</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blundell</td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td>Borrell</td>
<td>Prominent in netball. One of first two women councillors. (Full name Win Borrell)</td>
</tr>
<tr>
<td>Breach</td>
<td>Early farmers in south Rangiora.</td>
</tr>
<tr>
<td>Duffell</td>
<td>Family had owned land in various parts of the District from 1850 and had a long association with Rangiora.</td>
</tr>
<tr>
<td>Galloway</td>
<td>John Galloway, teacher at Rangiora High School 1930’s-1960’s and local golf identity.</td>
</tr>
<tr>
<td>Gilsenan</td>
<td>Gilsenan family resided in the northern West Belt area.</td>
</tr>
<tr>
<td>Hickmott</td>
<td>Brothers, one a fruiter, the other a chemist, built the shops on the corner of High and Victoria Street in 1929, family prominent in the Brethren Church.</td>
</tr>
<tr>
<td>Horoeka</td>
<td>Native plant (Lancewood)</td>
</tr>
<tr>
<td>Horton</td>
<td>Husband prominent in Salvation Army. Wife Ivy (nee Geddes) centenarian.</td>
</tr>
<tr>
<td>Hunnibell</td>
<td>Early bootmaker.</td>
</tr>
<tr>
<td>James Seed</td>
<td>Ran flax mill, general store in Southbrook. Ropemakers.</td>
</tr>
<tr>
<td>Koromiko</td>
<td>Native plant that grows in district. (Hebe)</td>
</tr>
<tr>
<td>Laird</td>
<td>Coalman</td>
</tr>
<tr>
<td>Lane</td>
<td>Mayor 1921. (Full name Frederick Lane)</td>
</tr>
<tr>
<td>Langley</td>
<td>(Doris) Business women (well known dairy). Many years service to Photographic and Early Records Societies.</td>
</tr>
<tr>
<td>Loffhagen</td>
<td>Long time residents of the ward</td>
</tr>
<tr>
<td>Luisetti</td>
<td>Grain merchant, councillor.</td>
</tr>
<tr>
<td>Phyllis Hollow</td>
<td>Senior Mistress RHS when Nursery School established in 1938.</td>
</tr>
<tr>
<td>Relph</td>
<td>Mayor 1905-1908.</td>
</tr>
<tr>
<td>Robinson</td>
<td>Early settler. Son builder of several early High St buildings.</td>
</tr>
<tr>
<td>Rowland</td>
<td>Long-time resident. Long involvement in sport and community groups. (Full name Colin Rowland). Do not use with “street” to avoid adding of “s”.</td>
</tr>
<tr>
<td>Sansom</td>
<td>On Rangiora Borough Council from 1888 to 1914 and Mayor three times: 1892-1894, 1901-1902 and 1912-1914.</td>
</tr>
<tr>
<td>Schluter</td>
<td>Local farming family who gifted Hagen Reserve</td>
</tr>
<tr>
<td>Sheehan</td>
<td>Involved with Returned Service Association</td>
</tr>
<tr>
<td>Shrimpton</td>
<td>Early settlers, set up newspaper in Canterbury, landowners in Rangiora and Waikuku. Gave land for St Johns Church. Many family associations with the district.</td>
</tr>
<tr>
<td>Skilling</td>
<td>Early blacksmith, later engineers.</td>
</tr>
<tr>
<td>Name</td>
<td>Description</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Smit</td>
<td>First carpenter in Rangiora based in Bush Street (Robert Smit)</td>
</tr>
<tr>
<td>Strong</td>
<td>Early landowner north Rangiora – church &amp; music associations.</td>
</tr>
<tr>
<td>(Trevor) Inch</td>
<td>Mayor 1986-1995. Chairman Rangiora County/District, first Mayor of Waimakariri. <em>(NOTE at family request name to be used on north side of Kippenberger Avenue.)</em></td>
</tr>
<tr>
<td>Tiverton</td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td>Toombs</td>
<td>Matron of private nursing home, midwife, worked with Dr Will.</td>
</tr>
<tr>
<td>Tutton</td>
<td>Grain merchants, later flour millers.</td>
</tr>
<tr>
<td>(Ursula) Betthell</td>
<td>Important early 20th century NZ poet, childhood in Rangiora, buried Church of England Cemetery</td>
</tr>
<tr>
<td>Walter Cate</td>
<td>Walter Cate worked at Farmers Grain Store and daughter Dorothea was High School Secretary</td>
</tr>
<tr>
<td>Whitehouse</td>
<td>Whitehouse Bakery in Rangiora run by the Lewis family</td>
</tr>
</tbody>
</table>

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

**Please note** Synthetic (made-up) names are not considered acceptable or aligned to the principles of the Road Naming Policy.
1. **SUMMARY**

1.1. The purpose of this report is to consider providing names for two new roads to be created under Resource Consent RC155398 at 73 & 83 Kippenberger Avenue, Rangiora.

1.2. The land parcels being developed are Lot 500 DP 476332 and Lot 1 DP 25796

1.3. The proposed road names were supplied the developer.

**Attachments:**

i. Plan of the subdivision being developed.

ii. Waimakariri District Council policy for road naming (S-CP4505).

iii. List of pre-approved Rangiora Ward names (Trim 150826123911).

2. **RECOMMENDATION**

THAT the Rangiora Ashley Community Board:

(a) **Receives** report no 170125006814

(b) **Approves** the following road names for the subdivision of Lot 500 DP 476332 and Lot 1 DP 25796 under Resource Consent RC155398.

1. McPhail Avenue or Robinson Avenue

2. Hickmott Street

3. **ISSUES AND OPTIONS**

3.1. There are two roads which require naming as shown on the subdivision plan. Road 1 has the potential to be part of a significant route in the longer term and warrants careful attention as to naming.

3.2. Of the road names put forward by the developer both Hickmott and Robinson have been taken from the Rangiora List of Pre-approved Road Names.

3.3. The name McPhail Avenue comes from Florence McPhail who was the previous owner of the land which the subdivision is created from. The developer has also suggested the name of Robinson Avenue from the Pre-approved Road Name List as an alternative if this isn’t suitable.

3.4. The other roads in the subdivision will form part of existing roads and won’t require naming.
3.5. From the names put forward by the developer, there are no road names the same or similar within the District.

3.6. **Options Considered**
   
   3.6.1 Approve the naming of the new roads as proposed.
   
   3.6.2 Replace any proposed road with a road name of the Rangiora Ashley Community Board’s choice.

3.7. The Roading Team agrees with the proposed road names.

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

4. **COMMUNITY VIEWS**

   4.1. It is considered that there would be minimal, if any, public opposition to this request. It does not impact or require any changes to other land parcels in the immediate vicinity.

5. **FINANCIAL**

   5.1. The Developers will meet the cost of the road name blade.

6. **CONTEXT**

   6.1. A strong sense of community.
   
   
   6.3. Policy/Delegation Reference - Authority to approve the naming of roads and streets.

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

2 Policy Context
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<td>✓</td>
<td>✓</td>
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<tr>
<td>Arcade</td>
<td>Arc</td>
<td>Covered walkway with shops along the sides.</td>
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<td></td>
</tr>
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<td>Ave</td>
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<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Circle</td>
<td>Cir</td>
<td>Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close</td>
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<td>Short enclosed roadway.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court</td>
<td>Crt</td>
<td>Short enclosed roadway, usually surrounded by buildings.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crescent</td>
<td>Cres</td>
<td>Crescent shaped roadway, especially where both ends join the same thoroughfare.</td>
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<td></td>
<td></td>
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<tr>
<td>Drive</td>
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</tr>
<tr>
<td>Esplanade</td>
<td>Esp</td>
<td>Level roadway along the seaside, lake, or a river.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glade</td>
<td>Gld</td>
<td>Roadway usually in a valley of trees.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Green</td>
<td>Grn</td>
<td>Roadway often leading to a grassed public recreation area</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grove</td>
<td>Grv</td>
<td>Roadway that features a group of trees standing together.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highway</td>
<td>Hwy</td>
<td>Main thoroughfare between major destinations.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lane</td>
<td>Lane</td>
<td>Narrow roadway between walls, buildings or a narrow country roadway.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Loop</td>
<td>Loop</td>
<td>Roadway that diverges from and rejoins the main thoroughfare.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mall</td>
<td>Mall</td>
<td>Wide walkway, usually with shops along the sides.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mews</td>
<td>Mews</td>
<td>Roadway in a group of houses.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parade</td>
<td>Pde</td>
<td>Public roadway or promenade that has good pedestrian facilities along the side.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Place</td>
<td>Pl</td>
<td>Short, sometimes narrow, enclosed roadway.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promenade</td>
<td>Prom</td>
<td>Wide, flat walkway, usually along the water’s edge.</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Quay</td>
<td>Qy</td>
<td>Roadway alongside or projecting into water.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Rise</td>
<td>Rise</td>
<td>Roadway going to a higher place or position.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Road</td>
<td>Rd</td>
<td>Open roadway primarily for vehicles.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Square</td>
<td>Sq</td>
<td>Roadway which generally forms a square shape, or an area of roadway bounded by four sides.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Steps</td>
<td>Stps</td>
<td>Walkway consisting mainly of steps.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td>St</td>
<td>Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Terrace</td>
<td>Tce</td>
<td>Roadway on a hilly area that is mainly flat.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

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

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

5 Links to other policies and community outcomes

This policy should be read in conjunction with:

5.1 Local Government Act 1974 s319(j).

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

5.3 Community Outcome:

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

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

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

6 Adopted by and date

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

7 Review

Review every six years or sooner on request.
# Master List of Pre-Approved Rangiora Road Names

**29 November 2016**

<table>
<thead>
<tr>
<th>Pre-approved Road Name</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blundell</td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td>Borrell</td>
<td>Prominent in netball. One of first two women councillors. (Full name Win Borrell)</td>
</tr>
<tr>
<td>Breach</td>
<td>Early farmers in south Rangiora.</td>
</tr>
<tr>
<td>Duffell</td>
<td>Family had owned land in various parts of the District from 1850 and had a long association with Rangiora</td>
</tr>
<tr>
<td>Galloway</td>
<td>John Galloway, teacher at Rangiora High School 1930’s-1960’s and local golf identity.</td>
</tr>
<tr>
<td>Gilsenan</td>
<td>Gilsenan family resided in the northern West Belt area.</td>
</tr>
<tr>
<td>Hickmott</td>
<td>Brothers, one a fruiter, the other a chemist, built the shops on the corner of High and Victoria Street in 1929, family prominent in the Brethren Church</td>
</tr>
<tr>
<td>Horoeka</td>
<td>Native plant (Lancewood)</td>
</tr>
<tr>
<td>Horton</td>
<td>Husband prominent in Salvation Army. Wife Ivy (nee Geddes) centenarian.</td>
</tr>
<tr>
<td>Hunibell</td>
<td>Early bootmaker.</td>
</tr>
<tr>
<td>James Seed</td>
<td>Ran flax mill, general store in Southbrook. Ropemakers.</td>
</tr>
<tr>
<td>Koromiko</td>
<td>Native plant that grows in district. (Hebe)</td>
</tr>
<tr>
<td>Laird</td>
<td>Coalman</td>
</tr>
<tr>
<td>Lane</td>
<td>Mayor 1921. (Full name Frederick Lane)</td>
</tr>
<tr>
<td>Langley</td>
<td>(Doris) Business women (well known dairy). Many years service to Photographic and Early Records Societies.</td>
</tr>
<tr>
<td>Loffhagen</td>
<td>Long time residents of the ward</td>
</tr>
<tr>
<td>Luisetti</td>
<td>Grain merchant, councillor.</td>
</tr>
<tr>
<td>Phyllis Hollow</td>
<td>Senior Mistress RHS when Nursery School established in 1938.</td>
</tr>
<tr>
<td>Relph</td>
<td>Mayor 1905-1908.</td>
</tr>
<tr>
<td>Robinson</td>
<td>Early settler. Son builder of several early High St buildings.</td>
</tr>
<tr>
<td>Rowland</td>
<td>Long-time resident. Long involvement in sport and community groups. (Full name Colin Rowland). Do not use with “street” to avoid adding of “s”.</td>
</tr>
<tr>
<td>Sansom</td>
<td>On Rangiora Borough Council from 1888 to 1914 and Mayor three times: 1892-1894, 1901-1902 and 1912-1914.</td>
</tr>
<tr>
<td>Schluter</td>
<td>Local farming family who gifted Hagen Reserve</td>
</tr>
<tr>
<td>Sheehan</td>
<td>Involved with Returned Service Association</td>
</tr>
<tr>
<td>Shrimpton</td>
<td>Early settlers, set up newspaper in Canterbury, landowners in Rangiora and Waikuku. Gave land for St Johns Church. Many family associations with the district.</td>
</tr>
<tr>
<td>Skilling</td>
<td>Early blacksmith, later engineers.</td>
</tr>
<tr>
<td>Name</td>
<td>Description</td>
</tr>
<tr>
<td>-----------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Smit</strong></td>
<td>First carpenter in Rangiora based in Bush Street (Robert Smit)</td>
</tr>
<tr>
<td><strong>Strong</strong></td>
<td>Early landowner north Rangiora – church &amp; music associations.</td>
</tr>
<tr>
<td>(Trevor) Inch</td>
<td>Mayor 1986-1995. Chairman Rangiora County/District, first Mayor of Waimakariri. <strong>(NOTE at family request name to be used on north side of Kippenberger Avenue.</strong></td>
</tr>
<tr>
<td><strong>Tiverton</strong></td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td><strong>Toombs</strong></td>
<td>Matron of private nursing home, midwife, worked with Dr Will.</td>
</tr>
<tr>
<td><strong>Tutton</strong></td>
<td>Grain merchants, later flour millers.</td>
</tr>
<tr>
<td>(Ursula) Betthell</td>
<td>Important early 20th century NZ poet, childhood in Rangiora, buried Church of England Cemetery</td>
</tr>
<tr>
<td><strong>Walter Cate</strong></td>
<td>Walter Cate worked at Farmers Grain Store and daughter Dorothea was High School Secretary</td>
</tr>
<tr>
<td><strong>Whitehouse</strong></td>
<td>Whitehouse Bakery in Rangiora run by the Lewis family</td>
</tr>
</tbody>
</table>

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

**Please note** Synthetic (made-up) names are not considered acceptable or aligned to the principles of the Road Naming Policy.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: RDG-26 / GOV-26-11-06 / 170127007379

REPORT TO: Rangiora Ashley Community Board

DATE OF MEETING: 8 February 2017

FROM: Scott Morrow, Land Information Officer

SUBJECT: Road Naming – Private Right of Way, Rangiora

SIGNED BY: (for Reports to Council or Committees)

1. SUMMARY

1.1. The purpose of this report is to consider naming a Private Right of Way under Resource Consent RC155365 at 29 Oxford Road, Rangiora by Mt Greytful Trust Limited.

1.2. The land parcel being developed is Lot 1 DP 356107.

1.3. The proposed Private Right of Way name was supplied the developer.

Attachments:

i. Plan of the subdivision being developed.

ii. Waimakariri District Council policy for road naming (S-CP4505).

iii. List of pre-approved Rangiora Ward names (Trim 150826123911).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No 170127007379.

(b) Approves a new name for Private Right of Way created off Oxford Road, Rangiora as Billie Rose Lane.

3. ISSUES AND OPTIONS

3.1. The proposed name was supplied by the developer Mt Greytful Trust Limited. It comes from one of their children’s names.

3.2. There are no names the same or similar in the District from the name put forward by the developer.

3.3. Options Considered

3.4.1. Approve the naming of the new roads as proposed.

3.4.2. Replace any proposed road with a road name of the Rangiora Ashley Community Board’s choice.

3.4. The Roading Team agrees with the proposed road names.

3.5. The Management Team has reviewed this report and supports the recommendations.
4. **COMMUNITY VIEWS**

4.1. In stage one of this development each new lot will have 1/6 share in the Right of Way. Eventually there will be a total of 13 new lots as part of this subdivision.

4.2. The need for providing a name came from there being more than five address points off the Private Right of Way.

4.3. It is considered that there would be minimal, if any, public opposition to this request. It does not impact or require any changes to other land parcels in the immediate vicinity.

5. **FINANCIAL**

5.1. The Developers will meet the cost of the road name blade.

6. **CONTEXT**

6.1. A strong sense of community.


6.3. Policy/Delegation Reference - Authority to approve the naming of roads and streets.

Scott Morrow
Land Information Officer
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

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

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

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

5 Links to other policies and community outcomes
This policy should be read in conjunction with:

5.1 Local Government Act 1974 s319(j).
5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.
5.3 Community Outcome:

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

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

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

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

7 Review
Review every six years or sooner on request.
## Master List of Pre-Approved Rangiora Road Names

29 November 2016

<table>
<thead>
<tr>
<th>Pre-approved Road Name</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blundell</td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td>Borrell</td>
<td>Prominent in netball. One of first two women councillors. (Full name Win Borrell)</td>
</tr>
<tr>
<td>Breach</td>
<td>Early farmers in south Rangiora.</td>
</tr>
<tr>
<td>Duffell</td>
<td>Family had owned land in various parts of the District from 1850 and had a long association with Rangiora</td>
</tr>
<tr>
<td>Galloway</td>
<td>John Galloway, teacher at Rangiora High School 1930’s-1960’s and local golf identity.</td>
</tr>
<tr>
<td>Gilsenan</td>
<td>Gilsenan family resided in the northern West Belt area.</td>
</tr>
<tr>
<td>Breach</td>
<td>Early farmers in south Rangiora.</td>
</tr>
<tr>
<td>Langley</td>
<td>John Galloway, teacher at Rangiora High School 1930’s-1960’s and local golf identity.</td>
</tr>
<tr>
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<td>Gilsenan family resided in the northern West Belt area.</td>
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<tr>
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</tr>
<tr>
<td>Name</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Smit</td>
<td>First carpenter in Rangiora based in Bush Street (Robert Smit)</td>
</tr>
<tr>
<td>Strong</td>
<td>Early landowner north Rangiora – church &amp; music associations.</td>
</tr>
<tr>
<td>(Trevor) Inch</td>
<td>Mayor 1986-1995. Chairman Rangiora County/District, first Mayor of Waimakariri. <em>(NOTE at family request name to be used on north side of Kippenberger Avenue.)</em></td>
</tr>
<tr>
<td>Tiverton</td>
<td>Devon locality – associations with Strong family.</td>
</tr>
<tr>
<td>Toombs</td>
<td>Matron of private nursing home, midwife, worked with Dr Will.</td>
</tr>
<tr>
<td>Tutton</td>
<td>Grain merchants, later flour millers.</td>
</tr>
<tr>
<td>(Ursula) Betthell</td>
<td>Important early 20th century NZ poet, childhood in Rangiora, buried Church of England Cemetery</td>
</tr>
<tr>
<td>Walter Cate</td>
<td>Walter Cate worked at Farmers Grain Store and daughter Dorothea was High School Secretary</td>
</tr>
<tr>
<td>Whitehouse</td>
<td>Whitehouse Bakery in Rangiora run by the Lewis family</td>
</tr>
</tbody>
</table>

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

**Please note** Synthetic (made-up) names are not considered acceptable or aligned to the principles of the Road Naming Policy.
1. SUMMARY

1.1. The purpose of this report is to provide the Rangiora – Ashley Community Board with information to allow a decision to be made on the future of the She Oak (*Casuarina sp*) street tree situated outside 14 Watson Place, Rangiora.

1.2. The resident has requested that the Council owned She Oak tree situated outside the property be removed due to the tree producing a prolific amount of shading over a long period of the year, needle fall blocking spouting and the requirement to constantly remove needle like leaf debris from inside the residence.

1.3. A survey of the residents of Watson Place was conducted by hand delivered mail drop to all the residences in the street. The survey requested residents express their views on the removal of the tree.

1.4. This report proposes that the Rangiora – Ashley Community Board decides on the best course of action on the future of the tree.

Attachments:

i. Watson Place She Oak site map (Trim 170117003135)

ii. Photograph of the She Oak outside 14 Watson Place, Rangiora taken July 2016 (Trim170118003652)

iii. Photograph of Watson Place She Oak and Eucalypt trees taken 17 January 2017 (Trim 170118003653)

2. RECOMMENDATION

THAT the Rangiora – Ashley Community Board:

(a) Receives report No. 170117003132

(b) Approves the retention of the council owned She Oak tree situated in the berm adjacent to 14 Watson Place, Rangiora.

(c) Notes that the retention of the She Oak is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.
3. ISSUES AND OPTIONS

3.1. The resident of 14 Watson Place has requested the removal of the adjacent She Oak.

3.1.1. The reasons given by the resident for requesting the removal are

3.1.1.1. The tree is large and consequently produces heavy shading on the house for several months of the year. The tree is directly to the north of the dwelling and once the sun begins to move north it is blocked by the tree from May until late September.

3.1.1.2. The leaves are needle like and similar in nature to pine needles and, given the size of the tree, it drops leaf material year round. In autumn and winter the needle fall becomes heavier which blocks spouting and covers her garden and entrance way. The resident is elderly and has difficulty in removing the fallen needles from the garden and assistance is required to remove the needles from the spouting. The needles are also carried into the house and require constant removal.

3.2. The resident is concerned that as the tree continues to grow the situation will become worse to the extent where almost no sun will enter the property for a large part of the year and the increasing amount of leaf material falling within the property will be unmanageable.

3.3. The tree is a She Oak (Casuarina sp) and is approximately 11 metres in height with a trunk diameter of 500mm and a crown spread of 8 metres. It is approximately 40 years old and is classed as being mature. She Oaks can reach a height of approximately 30 metres and may live over 60 years in ideal conditions. This particular site is a small reserve at the head of the cul-de-sac which provides ample room and favourable growing conditions. It is anticipated that the tree will continue to grow for a number of years although as the tree has reached maturity growth will slow in the coming years and it is anticipated that the tree may reach a height of 14 to 16 metres over its life. She Oaks are considered evergreens and maintain their foliage year round. They constantly shed and renew the needle like leaves. The trees do shed more needles in the cooler months as the foliage thins somewhat but not to the extent where it is denuded of needles.

3.4. Staff have inspected the tree and have found that it is in good health and form with no apparent disease or deterioration. Maintenance work has been carried out on the tree under Councils’ Tree Maintenance Programme within the last 12 months. The tree has also been subject to previous thinning in order to mitigate its effects on the resident and it is not possible to reduce it further without compromising its health and form. The tree will be subject to continued ongoing programmed maintenance should it be retained.

3.5. It should be noted that directly to the east of the She Oak is a large eucalyptus tree which is approximately 16 metres high with a crown spread of approximately 12 metres which also blocks a considerable amount of light from the property, particularly in the morning. This tree has also been maintained under the council’s Tree Maintenance Programme and has been thinned by the maximum amount recommended by a qualified arborist. The resident has not asked for this tree to be removed but it should be considered in the context of the overall area when determining the future of the She Oak. It is believed that the combination of the two trees is creating the extended periods of shade throughout the day and She Oak is not solely responsible for the shading issue.

3.6. Watson Place is a cul-de-sac with a 15 metre wide berm forming a small reserve at its head. Located within the reserve is the She Oak and eucalyptus tree together with several other smaller Crab Apple trees. Directly adjacent on both the eastern and western sides of the trees are large vehicle crossing areas serving dwellings via private
access ways. While the area around the trees is large the actual greenspace area is limited to the immediate vicinity of the trees with much of the open area being privately owned by adjacent residents. The space is dominated by the eucalyptus tree but it is felt that the removal of the She Oak will greatly reduce the eucalyptus tree’s visual impact by removing the sense of scale that the combination of the two trees provides.

3.7. The trunk of the She Oak is located approximately 3 metres from the residents’ fence in the reserve but is approximately 1 metre from the actual property boundary as the fence does not follow the boundary as shown in attachment (i) (Trim 170117003135). The tree is planted in Council reserve but a significant amount of the canopy overhangs the residents’ property outside the fence. It is not known why the fence does not follow the property boundary but a gravelled surface walkway had been formed on the residents’ property outside the fence. It appears that the gravelled surface has been in-situ for a number of years and may have been formed at the time of the original development to provide a continuous path around the head of the cul-de-sac but no record can be found detailing the reasons for this layout.

3.8. Staff do not recommend removal of the tree for the following reasons;

3.8.1. The She Oak and eucalyptus tree form an impressive and valuable feature of the street. The tree itself is in good health and form and provides a strong visual balance and sense of scale for the eucalypt. It would take many years for a replacement tree to attain a stature that would provide the same level of amenity, sense of scale and visual appeal that this tree currently provides.

3.8.2. Trees add character and amenity value to the streetscape and the neighbourhood and large trees such as the She Oak in particular provide not only a sense of scale but also provide a sense of continuity as trees grow as the area has developed and matured.

3.8.3. The issue of blocked spouting can be mitigated by the installation of simple and cost effective gutter guards to prevent leaf material from collecting in spouting.

3.8.4. Trees creating shading or leaf fall issues are not considered to be sufficient reason to remove a healthy and well-formed tree. These are considered a part of what trees inherently do as part of their natural development as they mature. Shading and leaf fall may be annoying for adjacent residents but tree provide benefits and high value individually and as part of the urban streetscape. Street trees contribute to the character, shape and form of the district by adding a natural element to the urban environment.

3.8.5. Street trees contribute to the health of the environment by reducing air pollution, while at the same time providing ecological diversity by attracting and supporting bird and insect life.

3.9. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship.

3.10. The option for the future of the tree is to either:

3.10.1. Maintain the status quo, (i.e. allow the tree to remain in its current state with appropriate future maintenance to maintain its natural shape). This is the preferred option. There were six replies to the request for feedback received from the residents five of which agreed with the removal of the while one supported the tree remaining.

OR
3.10.2. **Remove the tree entirely and replace it with another species** of juvenile tree. This is not the preferred option. As indicated in option 1 above. There were six replies to the request for feedback received from the residents five of which agreed with the removal of the while one supported the tree remaining.

4. **COMMUNITY VIEWS**

   4.1. A consultation flyer and feedback form was delivered to all residents of Watson Place who have a view of the tree asking their views on either removing the tree.

   4.2. Of the residences (13) surveyed a total of six responses were received. Of those responses five supported the removal of the tree while one supported retaining the tree.

5. **FINANCIAL IMPLICATIONS AND RISKS**

   5.1. **Option 1:** Maintain the status quo. Should the status quo remain there is no additional cost to the Council.

   5.2. **Option 2:** Remove the tree entirely and replace it with an appropriate species of juvenile tree. If the tree is removed there will be an approximate cost of $800 for removal of the tree. The cost of replacing the tree with an alternative species would cost approximately $300. All costs would be paid out the Council’s tree maintenance budget.

6. **CONTEXT**

   6.1 **Policy**

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

   6.2 **Legislation**

   There is no specific legislation regarding the removal of street trees. Applicants do have the right of legal recourse under the provisions of the Property Law Act 2007 should the Board decide not to authorise removal of the trees. Sub part 4 of the act refers to the removal of trees. Section 335 refers to what the court may consider should an application be made.

335 Matters court may consider in determining application for order under section 333

- (1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—
  - (a) the order is fair and reasonable; and
  - (b) the order is necessary to remove, prevent, or prevent the recurrence of—
    - (i) an actual or potential risk to the applicant’s life or health or property, or the life or health or property of any other person lawfully on the applicant’s land; or
    - (ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant’s land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or
• (iii) an undue interference with the use of the applicant’s land for the purpose of growing any trees or crops; or
• (iv) an undue interference with the use or enjoyment of the applicant’s land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or
• (v) an undue interference with any drain or gutter on the applicant’s land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or
• (vi) any other undue interference with the reasonable use or enjoyment of the applicant’s land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and
• (c) a refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant’s land that is greater than the hardship that would be caused to the defendant or any other person by the making of the order.

6.3 **Delegated Authority**

The Rangiora - Ashley Community Board has the delegated authority to authorise tree removal within the ward.

6.4 **Quality Systems**

The Council’s operating procedures contained within the Quality Manual (QS-R905 Street Trees), relating to tree removal in streets and relevant to this situation are as follows:

“3. **REMOVAL OF STREET TREES;**

3.1 **Objective**

To protect the Council’s and community’s investment in street trees in the immediate future and throughout generations.

3.2 **Explanation**

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.

3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 **Standard Operating Procedure**

3.3.1 The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

• Where it causes severe hardship consistent with District Court decisions
• Where it causes severe disruption to essential services
• Where it is necessary for a street tree redevelopment plan to be implemented
• Where it is necessary for the realignment/reformation of a footpath

3.3.2 Trees, which are obviously dead, dangerous or diseased will be removed. Note: The Rangiora Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Rangiora.
3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:
   • The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
   • Any appropriate remedial works will be carried out by skilled tree contractors at the Council’s expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).

3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council's Community & Recreation Committee or the Community Board for its consideration.

3.3.5 Where a resident’s request for the removal of a tree has been declined by the Council, the resident has the right to apply to the District Court to have the matter heard.

3.3.6 In the event of a road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose.”

7. COMMUNITY OUTCOMES

The maintenance of parks and reserves contributes to the following outcome;

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

Greg Barnard
Parks Community Assets Officer
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:  GOV-26-02-06/Trim 170117003448

REPORT TO:  Rangiora – Ashley Community Board

DATE OF MEETING:  8 February 2017

FROM:  Greg Barnard – Parks Community Assets Officer

SUBJECT:  Proposed Street Tree removal 270 Kingsbury Avenue, Rangiora

SIGNED BY:  

(department manager)  

(chief executive)

1. SUMMARY

1.1. The purpose of this report is to provide the Rangiora - Ashley Community Board with information to allow a decision to be made on the future of the Cherry (Prunus sp) street tree situated outside 270 Kingsbury Street, Rangiora.

1.2. The resident has requested that the Council owned Cherry Tree situated outside the property be removed as the tree roots around the base of the tree have grown to such an extent that it is difficult to mow. Roots are also beginning to damage the adjacent footpath and driveway.

1.3. A survey of adjacent residents was conducted between 21st July and 5th August. The survey requested residents express their views on the removal of the tree and was conducted by hand delivered mail drop to nearby residences in the street whose amenity may be affected by the tree removal. It provided the opportunity for residents to provide feedback on the removal of the tree.

1.4. This report proposes that the Rangiora – Ashley Community Board decides on the best course of action on the future of the tree.

Attachments:

i  270 Kingsbury Ave tree site map (Trim 170127007261)
ii Photograph of the Cherry tree adjacent to 270 Kingsbury Ave (Trim 170127007268)
iii: Photograph of the Cherry tree adjacent to 270 Kingsbury Ave (Trim 170127007269)

2. RECOMMENDATION

THAT the Rangiora – Ashley Community Board:

(a) Receives report No.170117003448

(b) Notes that the retention of the Cherry tree is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

(c) Approves the retention of the Cherry tree situated in the berm adjacent to 270 Kingsbury Avenue, the installation of root guard and the establishment of a street garden around the tree.
3. **ISSUES AND OPTIONS**

3.1. The residents of 270 Kingsbury Avenue have requested the removal of the adjacent Council owned Cherry street tree.

3.2. The reasons given by the residents for requesting the removal are that buttress roots have now grown to such an extent that they are making it very difficult to mow and maintain the berm. Roots have caused damage to the adjacent footpath, the resident’s driveway and the kerb and channel adjacent to the tree.

3.3. The tree is a Cherry Tree and is approximately 8 metres in height, a trunk diameter of 450 mm and a crown spread of 8 metres and is approximately 30 years old. In a normal urban environment Cherry trees reach a height of 8 to 10 metres. However, this tree has experienced unusual growth when compared to other nearby Cherry Trees planted at the same time and may reach a height of 10 to 12 metres or more (based on the previous growth rate) over an expected lifetime of up to 60 years. It is a grafted specimen and the species of cherry tree that the root stock was sourced from is unknown. It is presumed the root stock was chosen to provide rapid growth during the early stages of the development of the area. The unusual growth has resulted in the development of a very heavy root system including low buttress roots which have grown above the surrounding ground level.

3.4. The tree is deciduous and drops leaves in autumn and flowers in spring. The residents have no issue with the leaf and flower fall from the tree and accept that it is part of the natural process.

3.5. The tree has been maintained by Council’s contract arborists under Council’s Tree Maintenance Programme and will be subject to ongoing programmed maintenance to maintain health and form should it be retained.

3.6. Staff have inspected the tree and have found the tree is in good health and form with no apparent disease or deterioration. The roots have caused some damage to the adjacent footpath, which will be repaired by Council’s roading contractor at an appropriate time. The tree is also beginning to damage the resident’s driveway within the property.

3.7. The standard method of dealing with root intrusion issues is to prune the roots entering the adjacent property and install root guard to restrict regrowth. While root guard will restrict the regrowth of roots underground it will not completely prevent intrusion in the future and additional root pruning may be required in 3 to 5 years if large roots develop. It is also difficult to contain surface growing roots as they will grow over the root guard and require ongoing pruning.

3.8. A qualified arborist from Council’s contract arborists, Treetech, has inspected the tree and advised that while the the tree is in good condition it has grown to a stage where the roots will continue to create issues with the surrounding berm and infrastructure.

3.9. In this case root pruning has been considered as a means to mitigate the issues and while this would deal with the roots intruding into the adjacent property it does not mitigate the resident’s major issue which is the large buttress roots around the trunk of the tree. Pruning to remove them will cause damage to the structure and stability of the tree.

3.10. The arborist has advised that if the buttress roots are removed the health and stability of the tree will be severely compromised with the possibility that it may catastrophically fail in the future. Therefore, the arborist’s recommendation is that since the buttress roots
cannot be removed with any certainty that the tree will remain safe that it should be removed completely.

3.11. An alternative to the removal of the tree is the establishment of a street garden around the base of the tree. This would enable the roots to continue to grow within the new garden and removing the need for the area around the tree to be mowed by the resident. By isolating the buttress roots any trip hazard or equipment damage will be mitigated. A garden with a constructed edge and underground root guard which is planted with low growing plants of appropriate species would present a visually attractive solution to the issues while allowing the tree to remain in place. The arborist has agreed that if a garden was established around the tree there was no need to remove the buttress roots and, therefore, the tree could safely be retained and root intrusion issues be mitigated by pruning and installation of root guard.

3.12. The establishment of a street garden and the installation of root guard has been discussed with the residents. They felt that this option was not acceptable and that any street garden would not integrate with the existing landscaping on the property. The resident’s preference was that the tree be removed and replaced with a more appropriate species of Cherry Tree that would not be invasive.

3.13. Staff recommend the retention of the tree and the establishment of a street garden around it for the following reasons;

3.13.1. Root intrusion issues can be mitigated by root pruning and the installation of an underground barrier and solid garden edging around the buttress roots to restrict regrowth.

3.13.2. The establishment of a street garden around the trunk will mitigate the trip hazard presented by the buttress roots and remove the risk to the resident and possible damage to lawn maintenance equipment. The garden would be designed by a qualified landscape designer to provide an attractive public amenity that would enhance the area. Council would maintain the garden under the Parks and Reserves Maintenance Contract.

3.13.3. The retention of the tree would maintain the overall effect provided by the exclusive planting of cherry trees in Kingsbury Ave which is known for its impressive display of blossoms in spring.

3.14. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship. The tree is in good health and form and, therefore, does not meet the requirement for removal.

3.15. The options for the future of the tree is:

3.15.1. **Allow the tree to remain in its current state** (with appropriate future maintenance to maintain its natural shape), install root guard to mitigate the root intrusion issues into the adjacent property and do nothing with regard to the buttress roots. This is not the preferred option.

3.15.2. **Remove the tree entirely and replace it with another species** of juvenile Cherry tree. This is not the preferred option.

3.15.3. **Allow the tree to remain and carry out root pruning of the intrusive roots, install root guard and establish a street garden** to encompass the buttress roots. This would mitigate the root intrusion issues, minimize any trip hazard or damage to any maintenance equipment owned by the resident. This is the preferred option.
4. **COMMUNITY VIEWS**

4.1. A consultation flyer and feedback form was delivered to adjacent residents asking their views on removing the tree.

4.2. Of the 15 residences surveyed four replies were received all of which supported removal of the tree.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1.1. **Option 1:** Allow the tree to remain in its current state (with appropriate future maintenance to maintain its natural shape), install root guard to mitigate the root intrusion issues into the adjacent property and do nothing with regard to the buttress roots. The cost for the root pruning and installation of root guard would be approximately $800. The cost of a replacement tree of an appropriate species would be approximately $300. This would be funded from the Council’s Tree Maintenance budget. This is not the preferred option.

5.1. **Option 2:** Remove the tree entirely and replace it with an appropriate species of juvenile Cherry tree. If the tree is removed there will be an approximate cost of $500 for removal and $300 replanting an appropriate replacement tree. This would be funded from the Council’s Tree Maintenance budget.

5.1.1. **Option 3:** Allow the tree to remain and carry out root pruning of the intrusive roots, install root guard and establish a street garden to encompass the buttress roots. This would mitigate the root intrusion issues, minimize any trip hazard or damage to any maintenance equipment owned by the resident. The total cost for this work would be approximately $2500 which would be funded from the Council’s Tree Maintenance budget. This is the preferred option.

6. **CONTEXT**

6.1 **Policy**

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

6.2 **Legislation**

There is no specific legislation regarding the removal of street trees. Applicants do have the right of legal recourse under the provisions of the Property Law Act 2007 should the Board decide not to authorise removal of the trees. Sub part 4 of the act refers to the removal of trees. Section 335 refers to what the court may consider should an application be made.

335 Matters court may consider in determining application for order under section 333

(1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—

- (a) the order is fair and reasonable; and
- (b) the order is necessary to remove, prevent, or prevent the recurrence of—

- (i) an actual or potential risk to the applicant’s life or health or property, or the life or health or property of any other person lawfully on the applicant’s land; or
• (ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant's land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or
• (iii) an undue interference with the use of the applicant’s land for the purpose of growing any trees or crops; or
• (iv) an undue interference with the use or enjoyment of the applicant’s land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or
• (v) an undue interference with any drain or gutter on the applicant’s land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or
• (vi) any other undue interference with the reasonable use or enjoyment of the applicant’s land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and
• (c) a refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant’s land that is greater than the hardship that would be caused to the defendant or any other person by the making of the order.

6.3 Delegated Authority

The Rangiora – Ashley Community Board has the delegated authority to authorise tree removal within the ward.

6.4 Quality Systems

The Council's operating procedures contained within the Quality Manual (QS-R905 Street Trees), relating to tree removal in streets and relevant to this situation are as follows:

“3. REMOVAL OF STREET TREES;

3.1 Objective

To protect the Council’s and community's investment in street trees in the immediate future and throughout generations.

3.2 Explanation

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.

3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 Standard Operating Procedure

3.3.1 The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:
• Where it causes severe hardship consistent with District Court decisions
• Where it causes severe disruption to essential services
3.3.2 Trees, which are obviously dead, dangerous or diseased will be removed. Note: The Rangiora Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Rangiora.

3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:

• The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
• Any appropriate remedial works will be carried out by skilled tree contractors at the Council’s expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).

3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council’s Community & Recreation Committee or the Community Board for its consideration.

3.3.5 Where a resident’s request for the removal of a tree has been declined by the Council, the resident has the right to apply to the District Court to have the matter heard.

3.3.6 In the event of a road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose.”

7. COMMUNITY OUTCOMES

The maintenance of parks and reserves contributes to the following outcome;

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

Greg Barnard
Parks Community Assets Officer
1. SUMMARY

1.1. The purpose of this report is to provide the Rangiora - Ashley Community Board with information to allow a decision to be made on the future of two Silver Birch (Betula Pendula) reserve trees situated inside the Drama Club Reserve located at 124 Church Street, Rangiora.

1.2. The residents of 126 Church Street, which is located directly to the north of the Drama Club Reserve, reported that the roots of two council owned trees on the adjoining boundary had intruded into the storm water system of the property and blocked the soak pit at the rear of the dwelling. This resulted in storm water from the rear of the property not being able to be run to soak and caused surface flooding under the house. Inspection revealed that the roots had also entered the adjacent pipes and completely blocked them. The intrusive roots have been subsequently removed and the storm water system has been reinstated and is functioning correctly.

1.3. During staff investigation of the drainage problems it was discovered that the two Silver Birch trees are planted in the reserve in such a way that as they have matured the trunks are pressing against the lower part of the boundary fence and growing underneath it. This has resulted in the fence beginning to lift out of the ground and cause damage to the fencing panels. It is evident that as the trees mature further additional damage will be done to the fence and it is felt that it is prudent to determine a course of action for the future of the trees before significant damage occurs.

1.4. This report proposes that the Rangiora – Ashley Community Board decides on the best course of action on the future of the tree.

Attachments:

i. Drama Club Reserve (124 Church Street) tree site map (Trim 170127007250)
ii. Photograph of the Silver Birch trees and adjacent fence 124 Church Street (1) (Trim 170123005521)
iii. Photograph of the Silver Birch trees and adjacent fence 124 Church Street (2) (Trim 170123005527)
(iv) Photograph of the Silver Birch trees and adjacent fence 124 Church Street (3) (Trim 170123005528)
2. **RECOMMENDATION**

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

(a) **Receives** report No. 170123005525.

(b) **Approves** the removal of the two Silver Birch trees situated in the Drama Club Reserve (124 Church Street) planted on the northern boundary directly adjacent to 126 Church Street.

(c) **Notes** that the removal of the Silver Birch trees is NOT consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

3. **ISSUES AND OPTIONS**

3.1. The residents of 126 Church Street, which is located directly to the north of the Drama Club Reserve, reported that the roots of two Council owned trees on the adjoining boundary had intruded into the storm water system of the property and blocked the soak pit at the rear of the dwelling. This resulted in storm water from the rear of the property not being able to be run to soak and caused surface flooding under the house. Inspection revealed that the roots had also entered the adjacent pipes and completely blocked them. The intrusive roots have been subsequently removed and the storm water system has been reinstated and is functioning correctly.

3.2. During staff investigation of the drainage problems it was discovered that the two Silver Birch trees are planted in the reserve in such a way that as they have matured the trunks are pressing against the boundary fence and growing underneath it. This has resulted in the fence beginning to lift out of the ground resulting in damage to the metal sheeting. It is evident that as the trees mature further that additional damage will be done to the fence and it is felt that it is prudent to determine a course of action for the future of the trees before significant damage occurs.

3.3. It should be noted that there is also a large Cabbage tree to the west of the Silver Birches as well as several shrub trees which are directly adjacent to the fence line. It is not proposed that the cabbage tree be removed as it has grown to such an extent that, while it does lean into the adjacent property, the trunk is shaped in such a way that it is not currently damaging the fence and is not expected to in the future. The shrubs will be pruned appropriately in the near future.

3.4. The fence is of wooden frame clad in corrugated metal sheeting and is painted green on the reserve side. The fence appears to be of considerable age and is in visually poor condition, however, it is serviceable and there would be considerable cost in replacing it with a similar construction should it be damaged beyond repair.

3.5. The trees are sited behind other Council owned reserve trees and are not prominent features of the reserve. There are eight other street trees in the immediate vicinity all of a similar size and development which screen the Silver Birch’s from being highly visible.

3.6. The trees are are approximately 11 metres in height have a trunk diameter of 300 mm with a crown spread of 6 metres and are approximately 30 years old.

3.7. It would be expected that in the reserve environment these trees may reach a height of 20 to 30 metres with a commensurate root structure, of which approximately 50% would intrude into the adjacent property. This may cause the storm water intrusion issues to occur again in the future. It is not possible to carry out root pruning and the installation of root guard solely within Council owned land due to the trees being planted almost directly on the boundary.
3.8. The trees are deciduous and drop leaves in autumn and catkins in summer. The residents have no issues with the leaf and catkin fall from the tree and accept that it is part of the natural process.

3.9. The trees have been maintained by Council’s contract arborists under Councils’ Tree Maintenance Programme and will be subject to ongoing programmed maintenance to maintain health and form should they be retained.

3.10. Staff have inspected the trees and have found they are in good health and form with no apparent disease or deterioration.

3.11. Staff recommend the removal of the tree for the following reasons;

3.11.1. The trees have been planted directly adjacent to the boundary fence line and have now grown to a size where they are pressing against the fence and beginning to push it over. The trunks are also beginning to grow under the fence and lift it from the ground. It is not possible to mitigate the current or future damage to the fence while the trees remain in situ.

3.12. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship. While the trees are in good health and form and, therefore, do not meet the requirement for removal, they are expected to severely damage the fence over time as they continue to grow. The cost to replace the fence in the future will be considerable and would require the removal of the trees at that time.

3.13. The options for the future of the trees are:

3.13.1. **Allow the trees to remain in their current state** with appropriate future maintenance to maintain its natural shape. This would result in the damage and eventual failure of the fence and involve considerable cost to repair it in the future. Should the fence fail it would then be necessary to remove the trees at the time so that the fence could be reconstructed. This is not the preferred option.

3.13.2. **Remove the tree entirely and replace it with another species** of juvenile tree. This is the preferred option.

4. COMMUNITY VIEWS

4.1. General community consultation has not been carried out. The adjacent residents have expressed a desire that the trees be removed and the only other directly affected resident within the street who resides at 125 Church Street has also expressed a desire to have the trees removed.

4.2. As the trees are screened from other residences of Church Street their removal would have negligible visual impact on the street or reserve. It was decided that wider consultation was not required. The area where the trees are located within the reserve are away from the areas used for general recreation and behind a row of similarly sized trees. It should be noted that is the trees are removed it is intended that suitable trees of an alternate species will be planted in an appropriate location within the reserve.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. **Option 1: Allow the trees to remain in their current state** with appropriate future maintenance to maintain its natural shape. This would result in the damage and eventual failure of the fence and involve considerable cost to repair it in the future.
Should the fence fail it would then be necessary to remove the trees at the time so that the fence could be reconstructed. This is not the preferred option.

5.2. **Option 2:** Remove the trees entirely and replace them with an appropriate species of juvenile trees in an alternate location within the reserve. If the trees are removed there will be an approximate cost of $1400 for removal and $300 replanting appropriate replacement trees. This would be funded from the Council’s Tree Maintenance budget.

6. **CONTEXT**

6.1 **Policy**

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

6.2 **Legislation**

There is no specific legislation regarding the removal of street trees. Applicants do have the right of legal recourse under the provisions of the Property Law Act 2007 should the Board decide not to authorise removal of the trees. Sub part 4 of the act refers to the removal of trees. Section 335 refers to what the court may consider should an application be made.

**335 Matters court may consider in determining application for order under section 333**

(1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—

- (a) the order is fair and reasonable; and
- (b) the order is necessary to remove, prevent, or prevent the recurrence of—

  - (i) an actual or potential risk to the applicant’s life or health or property, or the life or health or property of any other person lawfully on the applicant’s land; or
  - (ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant’s land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or
  - (iii) an undue interference with the use of the applicant’s land for the purpose of growing any trees or crops; or
  - (iv) an undue interference with the use or enjoyment of the applicant’s land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or
  - (v) an undue interference with any drain or gutter on the applicant’s land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or
  - (vi) any other undue interference with the reasonable use or enjoyment of the applicant’s land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and
- (c) a refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant’s land that is greater than
the hardship that would be caused to the defendant or any other person by the making of the order.

6.3 **Delegated Authority**

The Rangiora Community Board has the delegated authority to authorise tree removal within the ward.

6.4 **Quality Systems**

The Council's operating procedures contained within the Quality Manual (QS-R905 Street Trees), relating to tree removal in streets and relevant to this situation are as follows:

“3. REMOVAL OF STREET TREES;

3.1 Objective

To protect the Council’s and community’s investment in street trees in the immediate future and throughout generations.

3.2 Explanation

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.

3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 Standard Operating Procedure

3.3.1 The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

- Where it causes severe hardship consistent with District Court decisions
- Where it causes severe disruption to essential services
- Where it is necessary for a street tree redevelopment plan to be implemented
- Where it is necessary for the realignment/reformation of a footpath

3.3.2 Trees, which are obviously dead, dangerous or diseased will be removed. Note: The Rangiora Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Rangiora.

3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:

- The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
- Any appropriate remedial works will be carried out by skilled tree contractors at the Council’s expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).

3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council's Community & Recreation Committee or the Community Board for its consideration.

3.3.5 Where a resident's request for the removal of a tree has been declined by the Council, the resident has the right to apply to the District Court to have the matter heard.
3.3.6 In the event of a road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose.

7. COMMUNITY OUTCOMES

The maintenance of parks and reserves contributes to the following outcome;

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

Greg Barnard
Parks Community Assets Officer
1. **SUMMARY**

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora Toy Library Inc.</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380</td>
</tr>
<tr>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500 (minimum)</td>
</tr>
<tr>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
</tr>
</tbody>
</table>

Total: $1,115.75 (minimum)

1.2. Current balance: $6,353.79

Attachments:

i. Application from Rangiora Toy Library Inc. (Trim 161104113888)
ii. Application from Rangiora and Districts Early Records Society Inc. (Trim 161122120194)
iii. Application from Canterbury Justices of the peace Association Inc. (Trim 170109000800)
iv. Spreadsheet showing previous two years grants.
v. Board funding criteria 2016/2017. (Trim 160630062628)

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

(a) Receives report No.170118003793.

(b) Approves a grant of $....................... to Rangiora Toy Library Inc. towards the purchase costs of one LikeaBike Jumper balance bike.
OR

(c) **Declines** the application from Rangiora Toy Library Inc.

(d) **Approves** a grant of $..................... to Rangiora and Districts Early Records Society Inc. towards the cost of conservation framing of a sale map for the Red Lion Hotel.

OR

(e) **Declines** the application from Rangiora and Districts Early Records Society Inc.

(f) **Approves** a grant of $..................... to Canterbury Justices of the Peace Association Inc. towards the cost of a pull-up banner.

OR

(g) **Declines** the application from Canterbury Justices of the Peace Association Inc.

3. **ISSUES AND OPTIONS**

3.1. Rangiora Toy Library Inc. operates under the umbrella of the Toy Federation of New Zealand. It is seeking funds to purchase one LikeaBike Jumper balance bike to add to its collection. These bikes can assist developing children’s’ balance, agility, coordination, spatial awareness and confidence before attempting to master a balance bike. Among the most popular toys hired, the Toy Library has previously had a stock of wooden balance bikes but they have not proved durable; LikeaBikes have an aluminium frame and are resistant to warping and corrosion. It would be a valuable educational addition to the stock offered to members of all socio-economic backgrounds, some of whom would not otherwise have the resources to access such toys. This grant would benefit the 190 pre-school children members of the Toy Library as well as additional future members, the majority being resident within the Rangiora-Ashley community area. The project will continue if funding is declined. Three fundraising events have been undertaken towards purchase of these balance bikes and operational costs. Rangiora Toy Library has applied to the former Rangiora Community Board within the last 18 months; in February 2016 for a ride-on John Deere Tractor ($456.25 granted), in October 2015 for promotion costs of a Birthday event ($350 granted), and in September 2015 for promotion costs of a Birthday event/Visit Waimakariri (declined). All accountability forms have been returned.

3.2. Rangiora and Districts Early Records Society Inc. is seeking a minimum of $500 to put towards the cost of conservation framing of a sale map for the Red Lion Hotel. This is an important archive from the map collection and dates back to c.1873 when fire destroyed the first Red Lion Hotel. The physical changes to Rangiora’s High Street have generated heightened interest in the history of the district. The map is in good condition and is worth conserving properly on acid free backing and mounting, and appropriate framing using non-reflecting glass so it can be displayed for general viewing. The total quote for this work is $746.35. The project will proceed if the grant application is declined. No other fundraising has been undertaken. In the application this organisation stated it has not applied to any Community Board in the last 18 months, however staff records show an application was made in June 2015 to the former Rangiora Community Board. This former application was withdrawn by the Rangiora and Districts Early Records Society before it went to Board consideration. Their last approved application was in February 2015 for some signs.

3.3. Canterbury Justices of the Peace Association Inc. are seeking funding to provide a pull-up banner for identifying the presence of JP’s on duty at the Rangiora Library JP Service Desk. This project will potentially benefit all residents within the Board’s community area.
No other fundraising has been undertaken. No previous application has been made to any Board within the last 18 months. This is an ongoing project so it will occur if the application is declined.

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

3.5. The Management Team has reviewed this report.

4. **COMMUNITY VIEWS**

4.1. Community organisations in applying to the Board’s Discretionary Grant, are seeking to assist sectors of the community.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The Annual Plan for 2016/17 includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to a total of $9,010. The requested grants for consideration in February 2017 total $1,115.75 (minimum).

5.2. The current balance of the grant fund is $6,353.79. If all requested funding is approved at this meeting the Board’s grant fund will hold a balance of $5,238.04.

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

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

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Not applicable.

6.3. **Community Outcomes**

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

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

Karyn Ward
Community Board Advocate
Community Board Advocate
Rangiora Community Board
C/- Waimakariri District Council
Rangiora Service Centre
215 High Street, Rangiora 7440

31 October 2016

Dear Sir/Madam

RE:  RANGIORA TOY LIBRARY INCORPORATED – APPLICATION FOR FUNDING

On behalf of the Rangiora Toy Library Incorporated Committee, I attach our completed Discretionary Grant Application form requesting funding in the sum of $380.00 for one LikeaBike Jumper balance bike, together with supporting documentation, for your attention.

The Rangiora Toy Library Incorporated is a vibrant non-profit organisation providing fun and educational toys and equipment to children aged 0 to 6 years, in Rangiora and surrounding areas within North Canterbury. Play is important to all children, and toys are a major element in helping them play and learn. We welcome children, their families and caregivers to visit our Toy Library and borrow over 1,000 well designed toys, games, puzzles and equipment, which are made available for a minimal annual subscription fee. We lend to families in our community in a similar way to a book library. The Rangiora Toy Library is one of more than 220 toy libraries that belong to the Toy Library Federation of New Zealand (TLF). We pay an annual subscription fee to the TLF and receive no financial support from them. We are a not-for-profit organisation, totally funded by membership fees and the support of grants and donations. We have charitable status and IRD Tax Exemption.

A grant from the Rangiora Community Board towards one LikeaBike Jumper balance bike would be greatly received and will directly benefit the many families who utilise our ever-popular and growing community service, through continued low-cost accessibility to our high-quality toys.

If you have any queries, please do not hesitate to contact me. I thank you in advance for considering our request and look forward to hearing from you in due course.

Kind Regards.

Yours faithfully

Julie Knowles
Grants Officer
Rangiora Toy Library Incorporated
Mobile: 021 157 6914  Email: rangioratoylibrary@gmail.com
**RANGIORA 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 consider a number of factors in their 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, the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

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

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

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas 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).

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

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

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

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training.
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: **RANGIORA TOT LIBRARY INCORPORATED**

Address: **1 BLACKETT STREET, PO BOX 753, RANGIORA, 7440**

Contact Person within Organisation: **JULIE KNOWLES**

Position within Organisation: **GRANTS OFFICER**

Contact phone number: **021 157 6914** Email: **rangioratotlibrary@gmail.com**

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

PLEASE SEE DOCUMENT 2 ATTACHED

What is the timeframe of the project? **AS SOON AS FUNDS ARE AVAILABLE**

Overall Cost of Project: **$380.00**

Amount Requesting: **$380.00**

How many people will directly benefit from this project? **190 children members of the toy library and other future potential members who may join.**

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

- People with disabilities (mental or physical)
- Cultural/ethnic minorities
- Whole community/ward
- Young people
- School/youth
- District
- Older adults
- Rangiora-Ashley
- Woodend-Sefton
- Kaiapoi-Tuahiwi
- Oxford-Ohoka

Provide estimated percentage of participants by Ward:

- Rangiora-Ashley 75%
- Woodend-Sefton 10%
- Kaiapoi-Tuahiwi 10%
- Oxford-Ohoka 5%

Other (please specify): **N/A**

If this application is declined will this event/project still occur? **Yes**

If No – what are the consequences to the community/organisation? **N/A**
What are the direct benefit(s) to the participants?

Parents recognise that balance bikes can assist with developing their child's balance and coordination. Please see Document 3(a) attached.

What is the benefit(s) to your organisation?

Please see Document 3(b) attached.

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

Please see Document 3(c) attached.

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

Yes No

If yes, name of parent group: Toy Library Federation of New Zealand

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

The Rangiora Toy Library is a financial member that is affiliated to the Toy Library Federation of NZ, a national body that exists to support toy libraries.

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

The Toy Library has undertaken 3 fundraisers this year: (A raffle, a quiz night and a talk by Nathan Wallis on “how do 3-7 year olds learn.”) We will proceed to purchase one other like a bike from the funds raised. The rest will be spent on running costs.

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:

February 2016 - Ride on John Deere Tractor - $456.25 (Rangiora Community Board)

October 2015 - Funds - promotional costs - Birthday event - $380.00 (Rangiora Community Board)

September 2015 - Visit Waimakariri - promotional costs - Birthday event - rejected

Enclosed

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

Supporting cost/quotes (not compulsory)

Other supporting information

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

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

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

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

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

Signed: [Signature]

Date: 02/11/2016
Criteria for application

- Grant applications will be considered every second month by the Rangiora-Ashley Community Board: July, September, November 2016 and February, April, June 2017. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- The group should have strong links with the community of the Rangiora-Ashley Ward.
- The applications should clearly state the purpose for which the money is to be used.
- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Rangiora-Ashley Community Board.
- The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, bank statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

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

Community Board Advocate
Rangiora-Ashley Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board 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.
Index for Documents attached to Grant Application

1. Quote from LikeaBike New Zealand dated 10 September 2016.

2. Description of Project

3. Benefits to participants, our organisation, Rangiora Community and wider area.


6. ASB Bank deposit slip.


8. Certificate of Exemption from Inland Revenue.


LIKEaBIKE New Zealand  
4 Kowhai Street, Glenholme, Rotorua 3010  
www.likeabike.co.nz  
Phone: 0274492433 Email: likeabikenz@xtra.co.nz

QUOTE

To: Ranigora Toy Library  
1 Blackett Street  
Rangiora 7400  
Phone:  
Email: rangioratoylibrary@gmail.com  

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>LIKEaBIKE Jumper (including delivery)</td>
<td>$380.00</td>
<td>$380.00</td>
</tr>
</tbody>
</table>

Subtotal $380.00  
Includes GST of $49.57  
Total $380.00

Note: This quote is valid until 31/1/17
Describe what the project is and what the grant funding will be used specifically for

The Rangiora Toy Library would like to purchase one Likeabike Jumper Balance Bike.

The overall aim is to eventually retire our current stock of wooden balance bikes and to replace them all with the aluminium framed Likeabike Jumper balance bikes.

The Toy Library currently has six wooden balance bikes available for hire in our catalogue of toys, which have proven to be one of our most popular borrowed play resources with our Parent Members and their children.

We did originally have ten balance bikes but unfortunately, over a short period of time, we have had to retire four of them, and our remaining wooden balance bikes are nearing retirement. Our wooden balance bikes have not proven to be very durable. The wood easily splits and warps (see photo on right of a recent retired balance bike), and of course when this happens, the balance bikes are no longer safe for children to borrow and use, and we therefore have to retire the wooden balance bike from our catalogue of available toys.

After undertaking extensive research into finding a more durable balance bike, we have discovered the Likeabike Jumper balance bike. This bike is a high quality German design which has a durable and strong aluminium frame, and is made of high quality materials that are resistant to warping and corrosion.

The Likeabike Jumper balance bike has the following features:

### 10 Reasons Why Jumper is Best

- **Comfortable Custom Made Leather Saddle**
- **Quick Release Seat Post for Easy Adjustment**
- **Alloy Rims with Alloy Hubs and Sealed Cartridge Bearings**
- **Rear Suspension**
- **Removeable Steering Limiter**
- **Integrated Footrests**
- **6061 Polished Aluminium Frame with Forged Drop Outs**
- ** Aluminium Handlebar and Stem**
- **Lightweight A-Head Stem**
- **Puncture Resistant Schwalbe Big Apple Tyres**

[Image retrieved on 19/06/2016 from http://www.likeabike.co.uk/likeabike-jumper-benefits/]


(a) What are the direct benefits to the participants?

Balance bikes are one of our most popular toys and are frequently booked out. We do not charge any additional hire fees for the majority of our toys, so once our Members join the Toy Library, they are able to borrow toys for free.

Parents recognise that balance bikes can assist with developing their child’s balance, co-ordination, agility and spatial awareness. Many children struggle and become frustrated with trying to master riding a bicycle, but by starting off with a balance bike, as their confidence grows and they master the appropriate skills to use the balance bike effectively, that child will develop great satisfaction from being able to ride a balance bike. With these new learned mastered skills of, for example, balance and co-ordination, the child can then progress confidently to riding a bicycle.

(b) What is the benefit(s) to your organisation?

Having a good quality strong durable balance bike which may otherwise not be accessible to members of the community increases the profile of the Toy Library. This ensures the Toy Library maintains a quality toy stock, and in turn increases our desirability and membership numbers. Membership subscriptions are the Toy Library’s main source of income. Therefore, running at capacity with membership numbers is paramount to our optimal functioning as a Toy Library.

(c) What are the benefit(s) to the Rangiora Community or wider district?

Accessibility to a high quality toy at low cost. Through the services we provide, we offer fantastic support to local families of all socio economic backgrounds and in particular make it possible for lower income families to provide great educational toys for their children.

By purchasing a LikeAbike balance bike, we aim to provide our Members with a strong, durable balance bike which will assist their children with their development and progression to being able to ride a full on bicycle.

Having a toy such as this in our Toy Library will benefit all our Members and thus reaches out to the wider community. A large proportion of our Members who joined the Toy Library heard about us through word of mouth in the community, which indicates to us that the general public hold our organisation in high regard. If we continue to provide high quality toys at low cost, families in the Rangiora community and wider area will join our Toy Library, and thus our membership will continue to grow and provide a steady stream of income.
Community Board Advocate  
Rangiora Community Board  
C/- Waimakariri District Council  
Rangiora Service Centre  
215 High Street  
Rangiora 7440  

30 September 2016

It was agreed at the committee meeting held on the 30 September 2016 of the Rangiora Toy Library Incorporated, to apply to the Rangiora Community Board for a donation to cover the cost of one (1) LikeaBike Jumper bike. The total amount requested is Three Hundred and Eighty Dollars ($380.00).

I certify that this is a true and correct record of a resolution passed at that meeting.

Elizabeth Anderson  
Secretary  
Rangiora Toy Library Incorporated
RANGIORA TOY LIBRARY INCORPORATED

STATEMENT OF INCOME & EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2016

Balance of Accounts at 1 April 2015

<table>
<thead>
<tr>
<th>Account Type</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Optimum Account - 00</td>
<td>3,794.13</td>
</tr>
<tr>
<td>Optimum Account - 01</td>
<td>1,530.14</td>
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<tr>
<td>Optimum Account - 02</td>
<td>7,634.33</td>
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</table>

Receipts

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subscriptions</td>
<td>5,688.75</td>
</tr>
<tr>
<td>Rentals/DVDs/Fines</td>
<td>977.40</td>
</tr>
<tr>
<td>Toy Sales</td>
<td>15.00</td>
</tr>
<tr>
<td>Fundraising (Net)</td>
<td>144.23</td>
</tr>
<tr>
<td>Grants (Net)</td>
<td>13,200.31</td>
</tr>
<tr>
<td>Donations</td>
<td>25.00</td>
</tr>
<tr>
<td>Interest Received</td>
<td>103.69</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>770.00</td>
</tr>
<tr>
<td>Bonds Received</td>
<td>490.00</td>
</tr>
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</table>

Total Receipts: 21,414.38

Payments

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Toys</td>
<td>2,314.42</td>
</tr>
<tr>
<td>Laptop Purchase</td>
<td>1,598.00</td>
</tr>
<tr>
<td>Bag Purchases</td>
<td>398.05</td>
</tr>
<tr>
<td>Wages</td>
<td>10,913.77</td>
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<tr>
<td>Electricity</td>
<td>1,220.65</td>
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<tr>
<td>Rental of Premises</td>
<td>1,126.71</td>
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<tr>
<td>Insurance</td>
<td>675.07</td>
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<tr>
<td>General Admin</td>
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<tr>
<td>Stationery/Photocopying</td>
<td>1,518.30</td>
</tr>
<tr>
<td>ACC Levies</td>
<td>86.07</td>
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<tr>
<td>Toy Library Federation</td>
<td>215.00</td>
</tr>
<tr>
<td>R &amp; M Building</td>
<td></td>
</tr>
<tr>
<td>Advertising</td>
<td>604.21</td>
</tr>
<tr>
<td>Auditor Fees</td>
<td>250.00</td>
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<tr>
<td>Bank Fees</td>
<td>40.00</td>
</tr>
<tr>
<td>Bond Refunds</td>
<td>120.00</td>
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<tr>
<td>Sundry Expenses</td>
<td>1,312.48</td>
</tr>
</tbody>
</table>

Total Expenses: 22,412.73

Surplus/(Deficit) for the year: (998.35)

Balance as at 31 March 2016: 11,960.25

Auditors Report to the Members of the Rangiora Toy Library Incorporated

I have examined the books & records of the Rangiora Toy Library Incorporated as presented to me. The cash nature of the activities of the association are such that it is impractical to ensure that all receipts have been recorded completely, timely or accurately.

Subject to the above note, in my opinion the above Statement of Receipts & Payments shows a true & fair view of the transactions and position of the organisation for the year ended 31 March 2016.

GC Woods  BCom (Ag) CA

85
## GRANTS RECORD FOR RANGIORA TOY LIBRARY 2015-2016

<table>
<thead>
<tr>
<th>Date</th>
<th>Organisation</th>
<th>$ Granted</th>
<th>What For</th>
<th>$ Refund</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar-2015</td>
<td>Southern Trust - online application</td>
<td>$560.00</td>
<td>6 months electricity cost</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Mar-2015</td>
<td>Rangiora Rotary</td>
<td>$242.00</td>
<td>2 x Parachutes and Activity Book</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Jun-2015</td>
<td>Lottery</td>
<td>$900.00</td>
<td>Insurance and remainder to be spent at toy express. (Applied for through Toy Library Federation)</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Jul-2015</td>
<td>Good in the Hood</td>
<td>$560.00</td>
<td>Replacement bikes</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Aug-2015</td>
<td>Air Rescue Services</td>
<td>$1,040.04</td>
<td>12 months rent</td>
<td></td>
<td>APPROVED on 28/08/15</td>
</tr>
<tr>
<td>Sep-2015</td>
<td>Pub Charity Limited</td>
<td>$2,890.14</td>
<td>Birthday Event 01/11/15 - entertainment or misc costs/food &amp; drink $75.00</td>
<td>$75.00</td>
<td>APPROVED on 01/10/15</td>
</tr>
<tr>
<td>Sep-2015</td>
<td>Rangiora Lions</td>
<td>$400.00</td>
<td>Zip lock puzzle bags</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Sep-2015</td>
<td>CERT (Canterbury Recovery Earthquake trust)</td>
<td>$694.08</td>
<td>Community notices, rubbish collection, venue hire, cooking equipment, balloons</td>
<td>$439.20</td>
<td>APPROVED on 18/09/2015</td>
</tr>
<tr>
<td>Oct-2015</td>
<td>Rangiora Community Board</td>
<td>$350.00</td>
<td>Promotional costs for birthday event - 2 x newspaper adverts $166.00</td>
<td>$166.00</td>
<td>APPROVED on 19/10/15</td>
</tr>
<tr>
<td>Nov-2015</td>
<td>COGS</td>
<td>$1,500.00</td>
<td>3 months wages</td>
<td></td>
<td>APPROVED</td>
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<tr>
<td>Feb-2016</td>
<td>Rangiora Community Board</td>
<td>$456.25</td>
<td>John Deere Tractor</td>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td>Mar-16</td>
<td>Pub Charity Limited</td>
<td>$4,288.00</td>
<td>2 x bouncy castles</td>
<td></td>
<td>APPROVED</td>
</tr>
</tbody>
</table>

**Total $ Granted 2015/2016 year** $13,200.31

Signed: [Signature]
Depositor's Name
Reference
Credit account of
RANGIORA TOY LIBRARY INCORPORATED

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

<table>
<thead>
<tr>
<th>Notes</th>
<th>No.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100</td>
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<tr>
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<td></td>
<td></td>
</tr>
<tr>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>克數</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charged per item</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>
Rangiora Toy Library Incorporated

This is to certify that Rangiora Toy Library Incorporated was registered as a charitable entity under the Charities Act 2005 on 29 July 2009.

Registration number: CC41589

Sid Ashton
Chair

Trevor Garrett
Chief Executive
CERTIFICATE OF EXEMPTION FROM RESIDENT WITHHOLDING TAX ON INTEREST/DIVIDENDS

Exemption/IRD Number 64-373-536

This certifies that Resident Withholding Tax deductions are not to be made from any interest and dividends paid to the named recipient from 4 July 1995

This certificate is issued without alteration or erasure

Ludmila Gosteva
Revenue Assessment Officer
NEW ZEALAND COMPANIES OFFICE

CERTIFICATE OF INCORPORATION

RANGIORA TOY LIBRARY INCORPORATED
655998

This is to certify that RANGIORA TOY LIBRARY INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 25th day of August 1994.

Mandy McDonald
Registrar of Incorporated Societies
27th day of March 2016

For further details visit www.societies.govt.nz

Certificate printed 27 Mar 2016 14:53:02 NZT
March 2009

To whom it may concern,

RE: Rangiora Toy Library

The purpose of this letter is to confirm that the Rangiora Toy Library is a financial member that is affiliated to the Toy Library Federation of NZ.

The Toy Library Federation of NZ was formed in 1981. It is a national body that exists to encourage, support and develop not for profit toy libraries.

If you need further information, please do not hesitate to contact the Federation office on (03) 382-9537 or email office@toylibrary.co.nz

Yours faithfully,

Kristen Simmons
Office Manager
Toy Library Federation of NZ
www.toylibrary.co.nz
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Rangiora and Districts Early Records Society Inc.
Address: o/o Ann Jellis, 40 Ashley Street, Rangiora 7400
Contact Person within Organisation: Ann Jellis
Position within Organisation: President
Contact phone number: 03 313 7592 Email: rangioraearlyrecords@xtra.co.nz

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

Grant funding is requested for conservation framing of a sale map for the Red Lion Hotel. This is an important archive from our map collection and dates back to the period around 1873 when fire destroyed the first Red Lion Hotel. The hotel stood on a four and a half acre block in the area bounded by what is now High Street (called the Oxford Road at that time), Ivory Street (named Accommodation Road in the map) Cone Street (named Queen Street on the map) and the first sections along Collins Street. The map shows the entire area subdivided into sections for sale. The museum has newspaper cuttings for an auction dated 15 December 1873. Other newspaper cuttings in our archives record in detail the history of the site and successive licensees of the hotel.

The map is in good condition and is certainly worthy of careful conservation on acid free backing and mounting and appropriate framing using non-reflecting glass.

At $746.35 the quote for this work exceeds the community board's normal maximum of $500. The map is however a unique piece of Rangiora history. This may be a project which could justify a grant in excess of $500.

The museum committee would appreciate the board giving this request sympathetic consideration.

What is the timeframe of the project? about two months

Overall Cost of Project: $746.35 Amount Requesting: $500.00 plus (?)

How many people will directly benefit from this project?

Who is 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 by Ward:

Rangiora-Ashley 100% Woodend-Sefton 100% Kaiapoi-Tuahiwi ?% Oxford-Otoka ?%

Other (please specify): The resident population plus visitors to the district.

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?

- The tremendous changes to Rangiora, and in particular to High Street, have generated heightened interest in the history of the district. Rare documents such as the sale map should be available for the general public to view.

What is the benefit(s) to your organisation?

- It will help us to improve awareness and appreciation of Rangiora's early history both for those who have lived here for some time and for new residents who have chosen to move here during recent years.

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

- Providing background information about the development of Rangiora in times past.

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

If yes, name of parent group

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

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

None

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 (not compulsory)

☐ Other supporting information

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

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

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

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

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

Signed: Ann Jeifs  Date: 22 November 2016
# RANGIORA AND DISTRICT EARLY RECORDS SOCIETY INCORPORATED
## STATEMENT OF FINANCIAL POSITION
### AS AT 29 FEBRUARY 2016

<table>
<thead>
<tr>
<th>Last Period</th>
<th>Note</th>
<th>This Period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>10,551</td>
<td>Bank of New Zealand</td>
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<tr>
<td>316</td>
<td>Westpac Archives Account</td>
<td>334</td>
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<tr>
<td>11,364</td>
<td>Westpac Term Investment Account</td>
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<td>1,727</td>
<td>RSA Account</td>
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<tr>
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<td><strong>TOTAL CURRENT ASSETS</strong></td>
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<td>41,650</td>
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<tr>
<td></td>
<td><strong>TOTAL ASSETS</strong></td>
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<tr>
<td></td>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>-</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL NET ASSETS</strong></td>
<td>$ 66,104</td>
</tr>
</tbody>
</table>

### EQUITY

Represented by:

- 67,155 Opening Members Equity | 65,608
- (1,547) Net Income/(Loss) This Year | 496

**$ 65,608 TOTAL EQUITY**

---

President

Date: 29/02/16.

Treasurer

Date: 1/3/16.

---

*The accompanying notes form part of these financial statements*
RANGIORA AND DISTRICT EARLY RECORDS SOCIETY INCORPORATED
STATEMENT OF MOVEMENTS IN EQUITY
FOR THE YEAR ENDED 29 FEBRUARY 2016

<table>
<thead>
<tr>
<th>Last Period</th>
<th>Note</th>
<th>This Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>67,155 Equity at Beginning of Period</td>
<td>65,608</td>
<td>65,608</td>
</tr>
<tr>
<td>(1,547) Net Surplus/(Deficit) for year</td>
<td>496</td>
<td></td>
</tr>
<tr>
<td>65,608 Total Recognised Revenue and Expenses</td>
<td>66,104</td>
<td></td>
</tr>
</tbody>
</table>

$ 65,608 EQUITY AT THE END OF THE PERIOD $ 66,104

THE ACCOMPANYING NOTES FORM PART OF THESE FINANCIAL STATEMENTS
RANGIORA AND DISTRICT EARLY RECORDS SOCIETY INCORPORATED
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 29 FEBRUARY 2016

<table>
<thead>
<tr>
<th>Last Period</th>
<th>Note</th>
<th>This Period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>INCOME</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1,077</td>
<td>Donations Received</td>
<td>1,693</td>
</tr>
<tr>
<td>1,140</td>
<td>Door Takings</td>
<td>1,213</td>
</tr>
<tr>
<td>6,000</td>
<td>Rata Foundation</td>
<td>6,000</td>
</tr>
<tr>
<td>3,863</td>
<td>Waimakariri District Council</td>
<td>3,438</td>
</tr>
<tr>
<td>2,580</td>
<td>Pub Charity</td>
<td>-</td>
</tr>
<tr>
<td>8,000</td>
<td>Southern Trust</td>
<td>8,000</td>
</tr>
<tr>
<td>1,000</td>
<td>Te Papa Helping Hands</td>
<td>945</td>
</tr>
<tr>
<td></td>
<td>Rangiora Community Board</td>
<td>390</td>
</tr>
<tr>
<td>960</td>
<td>Subscriptions Received</td>
<td>1,005</td>
</tr>
<tr>
<td>30</td>
<td>Interest Received</td>
<td>482</td>
</tr>
<tr>
<td>3,445</td>
<td>Sales</td>
<td>601</td>
</tr>
<tr>
<td>674</td>
<td>Miscellaneous</td>
<td>177</td>
</tr>
<tr>
<td>32</td>
<td>Archive Income</td>
<td>50</td>
</tr>
<tr>
<td>28,821</td>
<td>Total Income</td>
<td>23,995</td>
</tr>
</tbody>
</table>

Less EXPENDITURE

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>198</td>
<td>Archive Expenses</td>
<td>386</td>
</tr>
<tr>
<td>924</td>
<td>Computer and Website Expenses</td>
<td>852</td>
</tr>
<tr>
<td>1,631</td>
<td>Depreciation</td>
<td>1,225</td>
</tr>
<tr>
<td>2,319</td>
<td>General Expenses</td>
<td>2,263</td>
</tr>
<tr>
<td>2,534</td>
<td>Heat, Light &amp; Power</td>
<td>2,656</td>
</tr>
<tr>
<td>1,106</td>
<td>Insurance</td>
<td>1,106</td>
</tr>
<tr>
<td>12,485</td>
<td>Oral History Tape Editing, Scanning, Filing</td>
<td>12,625</td>
</tr>
<tr>
<td>2,304</td>
<td>Postage, Printing &amp; Stationery</td>
<td>709</td>
</tr>
<tr>
<td>2,580</td>
<td>Repairs - Equipment</td>
<td>-</td>
</tr>
<tr>
<td>1,180</td>
<td>Telephone &amp; Tolls</td>
<td>1,140</td>
</tr>
<tr>
<td>3,107</td>
<td>RSA WW1 Expenses</td>
<td>537</td>
</tr>
<tr>
<td>30,368</td>
<td>Total Expenses</td>
<td>23,499</td>
</tr>
</tbody>
</table>

$ (1,547) NET OPERATING SURPLUS/(DEFICIT) $ 496
# Quotation

**3/11/2016**

**Completion 12 Jan**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item Description</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Map, Old Map Rangiora</td>
<td>649.00</td>
<td>649.00</td>
</tr>
</tbody>
</table>

*Completely acid free framing with UV reflection control glass.*

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>649.00</td>
<td>649.00</td>
<td></td>
</tr>
<tr>
<td>Tax amount</td>
<td>97.35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grand Total</td>
<td>746.35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paid to date</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance</td>
<td>746.35</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Your address here: 10 Cone Street, Rangiora, North Canterbury 8254

Tel: (03) 313 5474

sales@cameofinearts.co.nz

www.cameofinearts.co.nz

TRIM: 161122120194 / GOV-26-11-05
RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Canterbury Justices of the Peace Association Inc.
Address: 66 Frankleigh Street, Somerfield, Christchurch 8024
Contact Person within Organisation: K.G. Shields JP.
Position within Organisation: Registrar
Contact phone number: 03 337 1025 Email: registrar@jp.canterbury.org.nz

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

TO PROVIDE A PULL UP BANNER FOR IDENTIFYING THE PRESENCE OF JP'S ON DUTY AT THE RANGIORA LIBRARY JP SERVICE DESK.

What is the timeframe of the project? [ ] ONGOING

Overall Cost of Project: $ 235.75 INC GST. Amount Requesting: $ 235.75

How many people will directly benefit from this project? 

Who is 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 by Ward:

Rangiora-Ashley 100%  Woodend-Sefton  %  Kaiapoi-Tuaihiwi  %  Oxford-Ohoka  %

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 SERVICE DESKS IN LIBRARIES ARE AN ONGOING PROJECT BUT WITH 10 JP'S ALREADY IN EXISTANCE AND MORE PLANNED WE DON'T HAVE THE FUNDS TO PROVIDE A BANNER AT EACH LOCATION.
RANGIORA-Ashley Community Board Discretionary Grant Application

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

BEING ABLE TO EASILY IDENTIFY WHERE AND WHEN A JP IS ON DUTY AT THE RANGIORA LIBRARY.

What is the benefit(s) to your organisation?

MAINTAINING AN ONGOING PRESENCE IN THE RANGIORA-Ashley Community.

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

BEING MADE AWARE OF WHERE AND WHEN JP SERVICES ARE AVAILABLE AT THE RANGIORA LIBRARY.

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

If yes, name of parent group

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

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

NO OTHER FUNDRAISING OR FUNDING APPLICATIONS MADE FOR THIS BANNER.

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 (not compulsory)

□ Other supporting information

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

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

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

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

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

Signed: [Signature]

Date: 05/01/2017

THE REGISTRAR
CANTERBURY JUSTICES OF THE PEACE ASSOCIATION (INC)
66 FRANKLEIGH STREET
SPREYDON, CHRISTCHURCH 8024
PH. (03) 337 1025 or 021 363 082
Canterbury Justices of the Peace Association (Inc)
Statement of Receipts and Payments
For the Year Ended: 31st August 2016

### Operating Receipts

<table>
<thead>
<tr>
<th>Grands and fundraising</th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Rescue Trust - Federation Conference</td>
<td>$5,301</td>
<td>$3,744</td>
</tr>
<tr>
<td>Rata Foundation - Administration Grant</td>
<td>$5,000</td>
<td>$9,000</td>
</tr>
<tr>
<td>Rata Foundation - Chathams Training</td>
<td>$4,150</td>
<td></td>
</tr>
<tr>
<td>Federation - Communications Grant</td>
<td>$1,686</td>
<td>$1,743</td>
</tr>
</tbody>
</table>

### Fees, subscriptions and receipts from members

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subscriptions</td>
<td>$23,636</td>
<td>$29,592</td>
</tr>
<tr>
<td>Donations</td>
<td>$829</td>
<td>$776</td>
</tr>
<tr>
<td>Merchandise Sales</td>
<td>$218</td>
<td>$24,683</td>
</tr>
</tbody>
</table>

### Receipts from goods and services

| Federation - Rostering Agreement | $1,500 | $1,500 |
| Mid Winter Luncheon | $1,630 | $3,130 |

### Receipts from bank interest

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,057</td>
<td>$2,677</td>
</tr>
</tbody>
</table>

### Other receipts

| Judicial Studies Course Refund | $1,500 | |

**Total Operating Receipts**

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$47,508</td>
<td>$49,678</td>
</tr>
</tbody>
</table>

### Operating Payments

<table>
<thead>
<tr>
<th>Volunteer and employee related payments</th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honorariums</td>
<td>$15,062</td>
<td>$15,000</td>
</tr>
<tr>
<td>Court Rostexr</td>
<td>$1,492</td>
<td>$1,493</td>
</tr>
<tr>
<td>Registrar Expenses</td>
<td>$1,920</td>
<td>$18,494</td>
</tr>
</tbody>
</table>

### Payments related to provision of goods and services

| Administration and overhead costs | $2,532 | $2,308 |
| Signing centres, Newsletter, Website, Yellow Pages | $913 | $2,164 |
| Training expenses less refunded from Federation | $362 | $448 |
| Merchandise | $223 | $13 |
| Advertising | | $207 |
| Chatham island training | $1,322 | $5,352 |

### Donations paid

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$30</td>
</tr>
</tbody>
</table>

### Other operating payments

| Capitation fees | $8,402 | $7,350 |
| Annual meeting | $1,866 | $1,038 |
| Mid winter luncheon | $1,690 | $1,050 |
| Federation conference | $7,297 | $4,515 |
| Southern regional conferences | $948 | $2,194 |
| Judicial studies course | $1,500 | |
| Bicentennial government reception | | $2,905 |
| Federation 2018 conference deposit | $1,000 | |
| | $22,705 | $1,297 |

**Total Operating Payments**

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$46,551</td>
<td>$43,764</td>
</tr>
</tbody>
</table>

### Operating Surplus or (Deficit)

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$957</td>
<td>$6,914</td>
</tr>
</tbody>
</table>

### Increase/(Decrease) in Bank Accounts

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$957</td>
<td>$5,914</td>
</tr>
</tbody>
</table>

### Bank Accounts at Beginning of Financial Year

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$52,967</td>
<td>$47,054</td>
</tr>
</tbody>
</table>

### Bank Accounts at End of Financial Year

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$53,924</td>
<td>$52,967</td>
</tr>
</tbody>
</table>

### Represented by:

- Westpac Cheque Account | $369 | $3,423 |
- RaboDirect Savings Account | $8,969 | $10,845 |
- RaboDirect Term Deposit | $23,969 | $23,082 |
- RaboDirect Centennial Term Deposits | $20,617 | $15,617 |

**Total Bank Accounts at End of Year**

<table>
<thead>
<tr>
<th></th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$53,924</td>
<td>$52,967</td>
</tr>
</tbody>
</table>
Canterbury Justices of the Peace Association (Inc)

Statement of Resources and Commitments
As at 31st August 2016

SCHEDULE OF RESOURCES

<table>
<thead>
<tr>
<th>Description</th>
<th>This Year</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Accounts</td>
<td>$53,924</td>
<td>$52,967</td>
</tr>
<tr>
<td>Money owed to Association</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest receivable</td>
<td>$1,062</td>
<td>$980</td>
</tr>
<tr>
<td>Subscriptions in arrears</td>
<td></td>
<td>$10</td>
</tr>
<tr>
<td>Southern conference prepaid</td>
<td>$636</td>
<td>$1,292</td>
</tr>
<tr>
<td>Judicial studies course fees</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>Centennial conference deposit</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>Other resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stock of plaques</td>
<td>$113</td>
<td>$113</td>
</tr>
<tr>
<td>President's collar</td>
<td>$1,785</td>
<td>$1,785</td>
</tr>
<tr>
<td>Computer, data projector, lap-top at value as at August 2015</td>
<td>$2,815</td>
<td>$2,815</td>
</tr>
</tbody>
</table>

SCHEDULE OF COMMITMENTS

<table>
<thead>
<tr>
<th>Description</th>
<th>This Year</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Money payable by Association</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Honorarums</td>
<td>$15,381</td>
<td>$15,082</td>
</tr>
<tr>
<td>Other Commitments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subscriptions in advance</td>
<td>$203</td>
<td>$205</td>
</tr>
</tbody>
</table>

SCHEDULE OF OTHER INFORMATION

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rata Foundation - Unused portion of Chathams Grant</td>
<td>$2,828</td>
</tr>
</tbody>
</table>

Accounting Policies

Basis of Preparation
Canterbury Justices of the Peace Association Inc. is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)
Canterbury Justices of the Peace Association (Inc) is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).
Audit Report

I have audited the financial statements for Canterbury Justice of the Peace Association (Inc) for the period ended 31 August 2016. Due to the inherent nature of the organisation certain income items cannot be verified prior to the entry into the records. In my opinion, subject to the foregoing limitations, the income and expenditure and the balance sheet fairly reflect the financial position as 31 August 2016.

There have been no changes in the nature of the activities for the period ended 31 August 2016.

The financial reports have been prepared under the Tier 4 requirements for Charitable enterprises

Jason Macgregor (CA)
3 October 2016
# Tax Invoice

**GST No. 99-564-830**

**To:**
Canterbury Justice of Peace Assoc.

**Date** | **Description** | **Quantity** | **Amount ($)**
--- | --- | --- | ---
26/11/2016 | Design and Setup (one off) | 1 | $65.00
 | Premium Pull up banner | 1 | $205.00

Sub Total $270.00

GST $40.50

**TOTAL** $310.50

PLEASE MAKE YOUR PAYMENT TO:
Sign Plus Ltd
06-0230-0208376-00
CERTIFICATE OF INCORPORATION

CANTERBURY JUSTICES OF THE PEACE ASSOCIATION INC
219280

This is to certify that CANTERBURY JUSTICES OF THE PEACE ASSOCIATION INC was incorporated under the Incorporated Societies Act 1908 on the 13th day of November 1923.

Registrar of Incorporated Societies
22nd day of April 2008

For further details visit www.societies.govt.nz

Certificate printed 22 Apr 2008 16:54:25 NZT
Certificate of Registration

Canterbury Justices of the Peace Association Incorporated

Registration number: CC30869

This is to certify that Canterbury Justices of the Peace Association Incorporated was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

Sid Ashton
Chair

Trevor Garrett
Chief Executive
| NOTES | $ | |
| COINS | $ | |
| CHEQUES AS PER BACK | $ | |

**PAID IN BY: (PLEASE PRINT NAME)**

**CREDIT THE CANTERBURY JUSTICES OF THE PEACE ASS**

**TOTAL $**
## 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month Considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,910.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethel to run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
</tr>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$7,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$6,810.00</td>
</tr>
<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td>$456.21</td>
<td>$6,353.79</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380.00</td>
<td></td>
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</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
<td></td>
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</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
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</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450 $390 $4,460.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500 $250.00 $4,210.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springston Trophy event</td>
<td>$500 $500.00 $3,710.00</td>
<td></td>
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</tr>
<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276 $276.00 $3,434.00</td>
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</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500 $500.00 $2,934.00</td>
<td></td>
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</tr>
<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500 $250.00 $4,060.00</td>
<td></td>
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<tr>
<td>July</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00 $250.00 $3,810.00</td>
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<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00 $250.00 $3,560.00</td>
<td></td>
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</tr>
<tr>
<td>July</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 $ -</td>
<td></td>
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<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00 $250.00 $3,310.00</td>
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<tr>
<td>Month</td>
<td>Recipient</td>
<td>Purpose</td>
<td>Amounts</td>
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<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
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<td>$250.00</td>
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<td></td>
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<td></td>
<td>$3,060.00</td>
<td></td>
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</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500.00</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>$250.00</td>
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<td></td>
<td>$2,810.00</td>
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<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>Towards the cost of fencing a learner's area</td>
<td>$450.00</td>
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<td>$450.00</td>
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<td></td>
<td>$2,360.00</td>
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</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
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<tr>
<td>Month considered</td>
<td>Group</td>
<td>Project</td>
<td>AmountRequested</td>
<td>AmountGranted</td>
<td>Running Balance</td>
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<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,610.00</td>
</tr>
<tr>
<td>August</td>
<td>Woodend Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$700.00</td>
<td>$500.00</td>
<td>$3,110.00</td>
</tr>
<tr>
<td>September</td>
<td>Woodend Before and After School Programme</td>
<td>New sports equipment</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$2,860.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>to purchase name badges for the committee members</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$2,160.00</td>
</tr>
<tr>
<td>February</td>
<td>Sefton Community Newsletter</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$1,860.00</td>
</tr>
<tr>
<td>March</td>
<td>Pegasus Bay School PTA</td>
<td>Towards costs for senior playground</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,360.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards venue hire and music provided for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$860.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>for three volunteers to undertake an introductory course towards their Assistant Coaches Certificate</td>
<td>$498.00</td>
<td>$498.00</td>
<td>$362.00</td>
</tr>
<tr>
<td>June</td>
<td>Woodend Bowling Club Inc.</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$335.80</td>
<td>$335.80</td>
<td>$26.20</td>
</tr>
<tr>
<td>Month</td>
<td>Recipient</td>
<td>Description</td>
<td>Amount</td>
<td>Amount</td>
<td>Total</td>
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</tr>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$5,870.00</td>
</tr>
<tr>
<td>August</td>
<td>The Ashley Lodge No. 28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00</td>
<td>$375.00</td>
<td>$4,995.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00</td>
<td>$482.00</td>
<td>$4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>Towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00</td>
<td></td>
<td></td>
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<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa's Grotto</td>
<td>$379.50</td>
<td></td>
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<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>Towards new kilts for band members</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$3,913.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00</td>
<td></td>
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<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>Towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00</td>
<td>$350.00</td>
<td>$3,563.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>Towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>To purchase a new pull up banner</td>
<td>$379.00</td>
<td>$379.00</td>
<td>$2,934.00</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25</td>
<td>$456.25</td>
<td>$2,477.75</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Project Description</td>
<td>Total Amount</td>
<td></td>
<td></td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>Towards costs associated with relocating to the Millton Memorial Reserve</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>Towards costs of a Safety and Respect presentation and follow-up barbeque for Rangiora High School and/or Rangiora New Life School secondary students</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td></td>
<td></td>
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<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td></td>
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</tr>
<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$496.80</td>
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</tbody>
</table>

Total Amount: $6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Recipient</th>
<th>Description</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$500.00 $500.00 $5,123.20</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$500.00 $500.00 $4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$500.00 $250.00 $4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of PastPerfect (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$500.00 $500.00 $3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>for advertising of Kaiapoi's 2016 Waitangi Day celebrations</td>
<td>$500.00 $500.00 $3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the 'Old Fashion Family Picnic'</td>
<td>$300.00 $350.00 $3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$500.00 $500.00 $2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>to purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$350.00 - $2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00 $500.00 $2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$500.00 $500.00 $1,523.20</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
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</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children's Team for the community</td>
<td>$200.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a BBQ to follow</td>
<td>$500.00</td>
</tr>
<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$300.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>for a photo and information panel about the Oxford Historic Jail</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$350.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Pony Club</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the 'Old Fashion Family Picnic'</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00</td>
</tr>
<tr>
<td>November</td>
<td>View Hill Improvement Society</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$477.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
</tr>
<tr>
<td>Month</td>
<td>Recipient</td>
<td>Description</td>
<td>Amounts ($USD)</td>
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<tr>
<td>------------</td>
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</tr>
<tr>
<td>April/May</td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03 $250.00 $1,360.00</td>
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<tr>
<td></td>
<td>Oxford Area School - Senior</td>
<td>towards costs associated with attending the South Island Secondary Schools</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Netball team</td>
<td>Netball Tournament in Nelson</td>
<td></td>
</tr>
<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen</td>
<td>$250.00 $250.00 $1,110.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>blinds for patients rooms</td>
<td></td>
</tr>
<tr>
<td>April/May</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00 $175.00 $735.10</td>
</tr>
<tr>
<td></td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
</tr>
<tr>
<td></td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket</td>
<td>$500.00 $250.00 $235.10</td>
</tr>
<tr>
<td></td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable children’s</td>
<td>$500.00 $250.00 -$14.90</td>
</tr>
<tr>
<td></td>
<td></td>
<td>participation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
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 consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

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

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

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

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

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

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

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

- Grant applications will be considered every second month by the Rangiora-Ashley Community Board: July, September, November 2016 and February, April, June 2017. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

- Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.

- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community of the Rangiora-Ashley Ward.

- The applications should clearly state the purpose for which the money is to be used.

- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.

- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Rangiora-Ashley Community Board.

- The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

- An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

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

Community Board Advocate
Rangiora-Ashley Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

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

REPORT

FILE NO and TRIM NO: GOV-26-11-06 / 170126006940

REPORT TO: Rangiora-Ashley Community Board

DATE OF MEETING: 8 February 2017

FROM: Karyn Ward, Community Board Advocate

SUBJECT: Summary of Discretionary Grant accountability to 31 December 2016

SIGNED BY: Department Manager

SUMMARY

1. The purpose of this report is to update the Rangiora-Ashley Community Board on the Board’s Discretionary Grant applications for the first half of the 2016-2017 financial year, including accountability forms received to date.

Attachments:

i. Accountability Form from Rangiora Croquet Club Inc. (Trim 161028111403)
ii. Accountability Form from North Canterbury Riding for the Disabled (Trim 160804076142)
iii. Accountability Form from Waimakariri Arts Trust - Kaiapoi Art Expo resubmission (Trim 160909093301)
iv. Accountability Form from Rangiora Croquet Club Inc. (Trim 160817082921)
v. Accountability Form from North Canterbury Family Violence Network (Trim 161115117026)
vii. Accountability Form from Reflections Community Trust (Trim 161209127293)

RECOMMENDATION

2. THAT the Rangiora-Ashley Community Board:

(a) Receives report No.170126006940.

(b) Circulates a copy of this report to all of the Community Boards.

ISSUES AND OPTIONS

3.1. The Council allocates the Rangiora-Ashley Community Board a set amount of funds to distribute by application to non-profit groups, registered charities and incorporated societies who have strong links to and benefit the communities of the Rangiora-Ashley ward. The allocation for the 2016-2017 financial year was $9,010.

3.2. Prior to the October 2016 Local Body elections this Discretionary grant was administered by the Rangiora Community Board.

3.3. A previous summary of all returned accountability forms from 1 February 2016 to 30 June 2016, being the end of the 2015-2016 financial year, was presented to the former Rangiora...
Community Board on 13 July 2016. At the end of the 2015-2016 financial year the Community Board had approved 17 grants.

3.4. At 30 June 2016 four applicants had yet to return accountability forms. Two of the four have now returned accountability forms and are listed in the table below. The grant criteria states that accountability forms are due within six months of receiving the grant or when the event/project has taken place.

<table>
<thead>
<tr>
<th>Group</th>
<th>Amount granted</th>
<th>Month funds granted</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora Community Gardens *</td>
<td>$482</td>
<td>August 2015</td>
<td>Invoice received 21/12/15.</td>
</tr>
<tr>
<td>Social Services North Canterbury *</td>
<td>$200</td>
<td>June 2016</td>
<td>Invoice received 08/07/16.</td>
</tr>
<tr>
<td>Rangiora Croquet Club Inc</td>
<td>$300</td>
<td>June 2016</td>
<td>Invoice received 01/08/2016. Accountability Form received 17/08/16.</td>
</tr>
<tr>
<td>North Canterbury Riding for the Disabled</td>
<td>$500</td>
<td>April 2016</td>
<td>Invoice received 18/04/16. Accountability Form received 04/08/16.</td>
</tr>
<tr>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>$327.75</td>
<td>June 2016</td>
<td>Invoice received 22/06/16. Accountability Form received 09/09/16.</td>
</tr>
<tr>
<td>North Canterbury Family Violence Network</td>
<td>$500</td>
<td>April 2016</td>
<td>Invoice received 17/06/16. Accountability Form received 09/11/16.</td>
</tr>
<tr>
<td>Community College North Canterbury</td>
<td>$400</td>
<td>June 2016</td>
<td>Invoice received 25/07/16. Accountability Form received 16/11/16.</td>
</tr>
</tbody>
</table>

3.5. The two outstanding forms (marked in above table with *) relate to grants made to the Rangiora Community Gardens and Social Services Waimakariri. Staff continues to follow up. The grant criteria states these groups will only become re-eligible for Board funding when their Accountability forms are received.

3.6. Summary of all additional returned accountability forms to 31 December 2016 relating to the July 2015-June 2016 Waimakariri District Council's financial year:

3.6.1. Rangiora Croquet Club Inc. was granted $300 towards the purchase of a set of Quadway hoops. The new hoops allowed the Club to have competitions within the Club and with other Canterbury clubs. The new hoops will bring the Club up to date with other Clubs.

3.6.2. North Canterbury Riding for the Disabled (NZRDA) was granted $200 towards costs associated with relocating to the Milton Memorial Reserve, Rangiora. The grant enabled the organisation to purchase signage, a Health and Safety requirement as well as a requirement of the NZRDA Operational Certificate. Equipment such as
markers, jump cups and coloured poles were purchased for use in the arena during group riding sessions and are essential items for children learning to ride.

3.6.3. Waimakariri Arts Trust - Kaiapoi Art Expo resubmission received $327.75 for lighting hire and installation. The funds contributed to the overall running of the very successful Kaiapoi Art Expo which over 3,000 people attended. 90 Waimakariri artists exhibited over 560 artworks and 20 Waimakariri residents volunteered leading up to and during the Expo.

3.6.4. North Canterbury Family Violence Network received $500 for a presentation to senior students of Rangiora New Life School (RNLS) on family violence. The presentation was followed by a bbq. Approximately 170 students and many RNLS staff attended the presentation which identified varying forms of family harm, particularly intimate partner abuse. The students participated fully in identifying various examples of abusive behaviour within relationships. Through increased understanding of the dynamics of family harm and openly discussing this subject, this presentation will have contributed to a positive social change to improve NZ appalling family violence statistics, as well as empowering the students to consider carefully what is acceptable behaviour within their own relationships. North Canterbury Family Violence Network was appreciative of the support from the Board’s grant.

3.6.5. Community College North Canterbury received $400 towards costs associated with running a youth music festival. The event allowed young people and adults to work together to bring a community event to the town’s youth. The benefits achieved included youth participation, fun, a community event, youth partnerships and participants in various roles of production.

3.8. In the first half of the 2016-2017 financial year the former Rangiora Community Board, and the post-October 2016 elected Rangiora-Ashley Community Board, have approved six applications. As at 31 December 2016 two accountability forms had been received.

<table>
<thead>
<tr>
<th>Group</th>
<th>Amount granted</th>
<th>Month funds granted</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora Croquet Club Inc</td>
<td>$500</td>
<td>September 2016</td>
<td>Invoice received 17/10/16. Accountability Form received 28/10/16.</td>
</tr>
<tr>
<td>Reflections Community Trust</td>
<td>$200</td>
<td>September 2016</td>
<td>Invoice received 11/10/16. Accountability Form received 08/12/2016.</td>
</tr>
</tbody>
</table>

3.9. Two of these six applicants have now returned accountability forms. According to Grant criteria the remaining accountability forms are due six months after or when the project/event is complete. The six month period allowed for returning accountability forms will be completed for these groups in 2017.
3.10. Summary of returned accountability forms from the 1 June 2016 to 31 December 2016 period, being the first half of the current financial year:

3.10.1. Rangiora Croquet Club Inc. were granted $500 to purchase a second set of Quadway hoops. The second set allowed the Club to play their weekly interclub games and other tournaments with the quality hoops. The hoops are a wonderful asset to the Club and due to their superb quality, will last for many years.

3.10.2. Reflections Community Trust was granted $200 to hire the Waimakariri Dog Training Club for a dog agility display at the Waimakariri Light Party held 31 October 2016. Approximately 5,000 people attended the event and was a positive and fun experience for all.

3.11. Staff will continue to keep in contact with the groups to make sure the accountability forms are returned within six months of the grant being allocated, as outlined in the letter sent to successful applicants. If the group make any applications in the future, they will be reminded that it will not be considered by the Board until the accountability form from past applications has been completed and returned.

3.12. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Not applicable.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Board allocates funds to groups who meet the criteria set out in the application form.

5.2. Groups must complete and return an accountability form within six months to be eligible for future applications.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

It is a delegation of the Board to distribute this fund as per clause 12 of the delegations to Community Boards, S-DM 1041.

6.3. Community Outcomes

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

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

Karyn Ward
Community Board Advocate
Rangiora Community Board

Accountability Form for 2016/2017 Discretionary Grant Recipients

For funding provided during the period July 2016 – September 2016

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

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

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publically available.

Name of group: Rangiora Croquet Club

Date: 5-12-16  Amount allocated: $900

Purpose for grant: Purchase of 2nd set of quadway hoops

Please give details of how money was spent:

1 set quadway hoops $960.25

A description of the activities undertaken and benefits that have been achieved with these funds.

Please include, where possible, photographs and the number of people who attended or were assisted:

The second set of quadway hoops has allowed us to play our weekly interclub and other tournaments with 2 sets of quality hoops. Thus making competition equal. These hoops are a wonderful asset for our club. They are superb quality and will last for many years. Thankyou!

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date 20-10-16  Date 20-10-16

First contact name: Leone Woodward  Second contact: Ann Jeffs

Signature:  Secretary:  Signature:  Treasurer:

Position:  03 353 3306  Position:  03 353 7593

Phone:  Address:  19 King St  Rangiora

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Received: 28 Oct 2016

To: Karyn

Accountability Form

Rangiora Community Board Discretionary Grant
Rangiora Community Board
Accountability Form for 2015/2016 Discretionary Grant Recipients
For funding provided during the period 1/7/15 - 30/6/16

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

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

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publically available.

Name of group: NORTH CANTERBURY RIDING FOR THE DISABLED (NCRDA)

Date: 31/7/16 Amount allocated: $500

Purpose for grant COSTS ASSOCIATED WITH RELOCATION TO MINTON RESERVE

Please give details of how money was spent:

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARKERS + POLES</td>
<td>$279.99</td>
</tr>
<tr>
<td>BARRIER JUMP CUPS</td>
<td>$192.85</td>
</tr>
<tr>
<td>SIGNAGE FOR HEALTH &amp; SAFETY</td>
<td>$211.37</td>
</tr>
</tbody>
</table>

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

The generosity of your grant has enabled us to purchase signage to comply with the health & safety requirements, which are part of the NZRDA Operational Certificate, which all RDA groups of RDA must attain. The equipment of markers, jump cups etc are being used in the arena for group riding sessions. Coloured markers, poles are essential items for lessons as children often learn and relate to coloured signs rather than words. Copies of purchases attached. (Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date: 31/7/16
First contact name: Rita Moore
Signature: 
Position: Secretary
Phone: 03 313-7638
Address: 59 Golden Ave Rangiora

Date: 31/7/16
Second contact: Des Moore
Signature: 
Position: Chairman
Phone: 03 313-7638
Address: NCRDA: P.O. Box 671, Rangiora 7440

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Meadowood Limited
T/A Saddlery Warehouse Christchurch
68 Hayton Road
Wigram
Phone: 0508 467 734

---

Tax Invoice (incl GST) GST # 106-652-406

Tr#: 20306224 Operator Trinity
Date 16/03/16 Time 10:46

Basic Sale

<table>
<thead>
<tr>
<th>Code</th>
<th>Qty</th>
<th>Price</th>
<th>Disc $</th>
<th>Extn</th>
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</thead>
<tbody>
<tr>
<td>MRKDR</td>
<td>1</td>
<td>79.99</td>
<td>0.00</td>
<td>79.99</td>
</tr>
</tbody>
</table>

Total (incl GST of $ 10.43) 79.99
Rounding 0.00

SADDLERY WAREHOUSE
68 HAYTON ROAD
CHRISTCHURCH

* EFTPOS *
TERMINAL 23932601 TRAN 012329
TIME 16MAR 10:47 ACCT CREDIT
VISA
MANUAL ....0007
AUTHORISATION 058781
PURCHASE NZD79.99
TOTAL NZD79.99

ACCEPT WITH SIGNATURE

Elizabeth Duke

* CUSTOMER COPY *
Visa 79.99

---

Thank you for shopping at Saddlery Warehouse
Ride More, Pay Less!

Returns Policy

Items for Exchange/Credit must be returned in original condition with your receipt

Returns must be made within 14 days.
Saddlery Barn (2010) LTD

1 Columbia Avenue
Hornby
Christchurch
8042
GST Number: 104-296-925
PH: 03 3498806
Fax: 03 3498811
Email: info@saddlerybarn.co.nz

TAX INVOICE NO. 126538

Sale Date: 18/04/2016
Sales Rep: Nicole
Customer: Catherine Lutterman
Account#: 304628

PRODUCTS

<table>
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<tr>
<th>ID:</th>
<th>Description</th>
<th>Qty</th>
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<tbody>
<tr>
<td>139775</td>
<td>Rm Barrel Jump Cups</td>
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<td>$59.95</td>
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PAYMENTS

18/04/2016
VISA

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>TOTAL INC TAX:</td>
<td>$179.85</td>
</tr>
<tr>
<td>FREIGHT:</td>
<td>$13.00</td>
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<tr>
<td>GST AMOUNT:</td>
<td>$25.16</td>
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<tr>
<td>TOTAL PAID:</td>
<td>$192.85</td>
</tr>
<tr>
<td>BALANCE DUE:</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Comments: Sale items will not be refunded, products may be exchanged or a store credit kept.

Unrequired goods must be returned within 10 days. Saddlery Barn reserves the right to refuses good returned that are not in the same condition as when they left the store. Overdue accounts, referred to a collection agency will incur additional costs, which are the customers responsibility.

Direct credit payments may be made to:
Saddlery Barn
02-0860-0028505-00
Please use your name as the reference when depositing funds.
Poles purchased by C. Hutterman (Coach) for riding lessons

$200

(Purchased from Trade Me)

May 2016
**Tax Invoice 116114**

**Invoice To:**
North Canterbury Riding for the Disabled
Attn: Accounts Payable

**Deliver To:**
Cash Sale
Attn: Inwards Goods

<table>
<thead>
<tr>
<th>Product Code</th>
<th>Description</th>
<th>Supplied</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIGN-FA6</td>
<td>Emergency Assembly Point Sign</td>
<td>1.00</td>
<td>21.80</td>
<td>21.80</td>
</tr>
<tr>
<td>SIGN240</td>
<td>Safety Sign 240 x300mm</td>
<td>1.00</td>
<td>21.80</td>
<td>21.80</td>
</tr>
<tr>
<td></td>
<td>Ncrda horses sign No smoking signs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SIGN-FA8</td>
<td>Exit Sign</td>
<td>2.00</td>
<td>16.90</td>
<td>33.80</td>
</tr>
<tr>
<td>SIGN600</td>
<td>Safety Sign 600 x 600mm</td>
<td>1.00</td>
<td>72.60</td>
<td>72.60</td>
</tr>
<tr>
<td></td>
<td>Hazard board sign</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SIGN120</td>
<td>Sign 120 x 300mm</td>
<td>2.00</td>
<td>16.90</td>
<td>33.80</td>
</tr>
<tr>
<td></td>
<td>1 x sensory trail sign and 1 x toilet sign. Pls email copy to <a href="mailto:northcanterbury@rda.org.nz">northcanterbury@rda.org.nz</a> for online payment north canterbury riding for the disable bo</td>
<td></td>
<td></td>
<td></td>
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</table>

Freight 0.00

<table>
<thead>
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</thead>
<tbody>
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<td>GST</td>
<td>27.57</td>
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<tr>
<td>Rounding</td>
<td>0.00</td>
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</tbody>
</table>

**GST Inclusive 211.37**

*Please note that this invoice is due for payment on or before the 20/08/2016*

*From Community Board*

*Grand.*
17 August 2016

Louise Courtney
Rangiora Community Board
Private Bag 1005
Rangiora 7440

Dear Louise

Thank you for your funding support towards the 2016 Corcoran French Kaiapoi Art Expo.

Please find enclosed our grant accountability form for $327.75 a donation received from Rangiora Community Board towards the running and operation costs of the 2015 Kaiapoi Art Expo.

Yet again the Kaiapoi Art Expo has proven to be a valued and popular event to the Waimakariri district. This year was the Expo showcased outstanding work from a selection of high caliber artists who attracted over 3,000 visitors to the Expo and encouraged them to purchase 149 artworks totaling $38,422.00. This brings the total to $281,890 worth of artwork sold over the past 11 years by the Waimakariri Arts Trust on behalf of artists.

Our sincere thanks to all exhibitors for showcasing your work and congratulations to those who were successful with sales and obtaining new commissions or exhibiting offers. The Expo was established to support you as well to provide opportunity for the community to be able to appreciate your creative talent.

Derek Adair with this year’s entry of “Shag Rock” won the John Rhind Funeral Directors’ Public Choice Award. This is the first year Derek Adair has taken the honours. The Bowden Environmental Schools’ Expo showcased artwork from very talented students from 11 Waimakariri schools. The schools’ public choice vote went to Alyssa Morel from Clarkville School for her special portrait.

We thank the support of our many sponsors, with special thanks to Corcoran French Lawyers, Rātā Foundation, Visit Waimakariri, Bowden Environmental, Blackwell’s Department Store and John Rhind Funeral Directors.

The aim of the Waimakariri Arts Trust is to foster arts in Waimakariri. As a registered charitable trust we endeavour to provide all artists with an opportunity to display your creative talent. Exhibitors represent a true cross-section of the art community, from amateur through to professional artists. All art mediums are encouraged to exhibit.

We want to ensure the Kaiapoi Art Expo reflects the diverse creative activity we know is happening in the Waimakariri and help celebrate it. We pride ourselves on trying to achieve this.

Please find enclosed our debrief document which has some interesting facts and figures on this year’s Expo. Over the weekend we provided each visitor with an optional survey and encouraged him or her to fill it in. We received over 200 responses and will collate the results and use feedback to shape next year’s 12 Expo ensuring it is bigger and better than this year’s very successful Expo.

Yours sincerely

Dan Gordon
Chairman
Waimakariri Arts Trust
Rangiora Community Board
Accountability Form for 2015/2016 Discretionary Grant Recipients
For funding provided during the period 1/7/15 - 30/6/16

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

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

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Name of group: Waimakariri Arts Trust

Date: 24/7/16

Amount allocated: $327.75

Purpose for grant: Running costs associated with running the Kaiapoi Art Expo

Please give details of how money was spent:

- Lighting, hire and installation
  - $327.75
  - $...

A description of the activities undertaken and benefits that have been achieved with these funds.

The funds contributed to the overall running of the very successful Kaiapoi Art Expo. Over 3,000 people visited the Expo and Kaiapoi. 90 Waimakariri artists exhibited over 500 artworks. 90 Waimakariri residents volunteered leading up to and during the Expo. There were three local groups involved in the Expo who were supported by the Trust.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date 24/7/16

First contact name Jackie Watson

Signature Deputy Chair

Position 022 350 8549

Phone Keely Pl Choker

Address

Second contact Theresa Smith

Signature Coordinator

Position 022 591 107

Phone 10 Lion St

Address Avondale

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Kaiapoi Arts Week – 18 – 23 July 2016

Who
98 Waimakariri artists with 33 new artists and 65 returning artists
11 Waimakariri Schools
20 Arts Week events
350 attended the Corcoran French Lawyers Official Opening
3500 visitors to the Kaiapoi Art Expo

Results
568 exhibits on display plus 11 school panels
149 artworks sold with 68% of artists who sold work

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The Expo continues to maintain steady attendance and sales. This year the number of artists that sold work was the highest since 2010 with a massive 68% of artists who sold work.

<table>
<thead>
<tr>
<th>Year</th>
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<th># of artworks exhibited</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>2015</td>
<td>88</td>
<td>509</td>
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<td>2014</td>
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<td>523</td>
<td>54%</td>
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<td>2013</td>
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<td>2011</td>
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</tr>
<tr>
<td>2010</td>
<td>126</td>
<td>649</td>
<td>21%</td>
</tr>
</tbody>
</table>

Artists and Artwork
The aim of the Waimakariri Arts Trust is to foster Arts in the Waimakariri.

<table>
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<tr>
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<td>Kaiapoi/Clarkville</td>
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<td>Oxford/Fernside/Swannanoa/Ohoka</td>
<td>5%</td>
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<td>Groups</td>
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<td>RD Kaiapoi</td>
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<td>Outside Waimakariri</td>
<td>11%</td>
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Schools’ Expo
The Bowden Environmental Schools’ Expo showcased artwork from very talented students from 11 Waimakariri schools. The schools’ public choice vote went to Alyssa Morel from Clarkville School for her special portrait. Runner up was Ashleigh Broadhurst from Kaiapoi High School.
Kaiapoi Arts Week – 18 – 23 July 2016

Funding
The Expo is funded through sponsorship, funding and artists’ contributions. This year the Kaiapoi Arts Week is funded through Enterprise North Canterbury (Visit Waimakariri), Mike Pero and Ashton Wheelans.

Public Choice
Again public were encouraged to vote for their favourite artwork. The winners were:
1st Derek Adair, Shag Rock
2nd Ivan Button, Rangiora Town Hall
3rd Mark Adams, High Country Hives

Other Awards
This year the Waimakariri Arts Trust voted the following as winners:
Outstanding Pencil - Katherine Jacob
Outstanding Photography - Abby Souter
Outstanding Abstract - Margryt Fennema
Outstanding Acrylic - Diana Gillanders
Outstanding Landscape - Jenny Burtt
Best New Artist - Rick Rubens
Outstanding Watercolour - Ivan Button
Outstanding Panel - Paula Jackson

Media & Advertising
This year the Trust increased advertising media to include social media and two radio campaigns to the already extensive marketing plan, which includes:
- Ads and media releases printed in local, North Canterbury and Christchurch newspapers and magazines
- Billboards erected around North Canterbury
- 44,000 postcards promoting the Expo and Arts Week distributed to residents around Canterbury
- Presence on a variety of event websites, radio notice boards and in school newsletters

Sponsors
Our sincere thanks to the organisations and businesses that supported the 2016 Kaiapoi Art Expo and Kaiapoi Arts Week.

Rātā Foundation - www.ratafoundation.org.nz
Visit Waimakariri
Corcoran French Lawyers
Bowden Environmental – Schools’ Expo Sponsor
John Rhind Funeral Directors – Public Choice Award Sponsor
Blackwell’s Department Store - Guest Artist Sponsor

Waimakariri District Council - Funder
Ashton Wheelans, Mike Pero, Property Lifestyle Concepts – Gold Sponsors
Canvas Technology, Essence North Canterbury, Investment World, Kaiapoi Club, Kaiapoi Mill,
Unichem Fernwick’s Pharmacy – Silver Sponsors
Artprint - Derek Adair, Cameo Fine Arts, Ivan Button, Kaiapoi Florist and Gifts - Sponsors

Promoting arts in Waimakariri
Organisers of the annual Kaiapoi Art Expo
Who
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Promoting arts in Waimakariri
Organisers of the annual Kaiapoi Art Expo
Rangiora Community Board

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For funding provided during the period 1/7/15 - 30/6/16

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Name of group: Rangiora Croquet Club

Date: 5th June 2015

Amount allocated: $300.00

Purpose for grant

Please give details of how money was spent:

Set of Quadbyway Hoops $960.00

A description of the activities undertaken and benefits that have been achieved with these funds.

Please include, where possible, photographs and the number of people who attended or were assisted:

The Rangiora Croquet Club will have its Opening Day for the Season on Sept 3rd. These new hoops will allow us to have competitions within our own club and also with other Canterbury clubs. We will also hold tournaments during the season. These new hoops will bring us up to date with other clubs and for our members to be competitive.

Two authorised signatories to complete the details below:

Date: 17/8/16

First contact name: Ano J SELF

Signature: Treasurer

Position: (03) 313 7592

Phone: Rangiora

Address: 17 Milford Blvd

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Rangiora Community Board
Accountability Form for 2015/2016 Discretionary Grant Recipients
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Name of group: North Canterbury Family Violence Network

Date: 18-10-2016 Amount allocated: $500
Purpose for grant: Presentation to KNLS on family violence + bkg

Please give details of how money was spent:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Resources</td>
<td>$...79.14</td>
</tr>
<tr>
<td>Bbq...cost</td>
<td>$...167.73</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$246.87</strong></td>
</tr>
</tbody>
</table>

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

(as per attached sheet)

Two authorised signatories to complete the details below:

<table>
<thead>
<tr>
<th>Date</th>
<th>First contact name</th>
<th>Second contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>18-10-2016</td>
<td>Wendy Howe</td>
<td>Aniwa Family Violence Services</td>
</tr>
<tr>
<td>Signature</td>
<td>Project Facilitator</td>
<td>Signature</td>
</tr>
<tr>
<td>Position</td>
<td>031 632 623</td>
<td>Position</td>
</tr>
<tr>
<td>Phone</td>
<td>03 3131513</td>
<td>Phone</td>
</tr>
<tr>
<td>Address</td>
<td>1st WDC</td>
<td>Address</td>
</tr>
</tbody>
</table>

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Family Violence discussed at Rangiora New Life School  
October 2016

These funds enabled the North Canterbury Family Violence Network (NCFVN) to provide a presentation to the Year 13, 12 and 11 students at RNLS.

Approximately 170 students and many RNLS staff attended the presentation, and eight members of the NCFVN contributed to running the event. The presentation was about identifying the varying forms of family harm, particularly intimate partner abuse. Most people identify physical violence but possibly not emotional or sexual abuse, or the concepts of isolating a person from elements of strength (family, friends, work, no transport), possessiveness or intimidation.

The students participated fully in identifying various examples of abusive behaviour within relationships in the DVD shown through holding up cards and in discussion. Avenues for seeking help for self and others were also covered.

Students were then asked to provide feedback and to write an example of behaviour that was abusive and another that was positive and add to the heart signs. Members of the NCFVN and school staff were available for further discussion and support if needed while the bbq was served. Takeaway resources were also provided.

Through increased understanding of the dynamics of family harm and openly discussing this subject, this presentation will have contributed to a positive social change to improve NZ appalling family violence statistics, as well as empowering the students to consider carefully what is acceptable behaviour within their own relationships.

The NCFVN appreciates the support of the Rangiora Community Board to make this event possible.

Please note the school has given permission for these photos to be used for reporting purposes but are not to be posted online.
Rangiora Community Board

Accountability Form for 2015/2016 Discretionary Grant Recipients

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Name of group: United We Stand, Lancaster, Karamoana, Forsythe

Date: 29 July 2016

Amount allocated: $400 - 00

Purpose for grant: Hire of Town Hall, Rangiora

Please give details of how money was spent:

Town Hall Hire: $300 - 00

Expenses, Pizza, Sushi: $100 - 00

Gifts, free items, Pam, Thanks: $100 - 00

A description of the activities undertaken and benefits that have been achieved with these funds:

A Youth Music Festival. Young people and adults working together to bring a community event to our great benefit. Achieved, youth participation, fun, community event, youth partnerships, participants' increased roles of production.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

Date: 1/11/2016

First contact name: KARINA LANCASTER

Signature: KARINA LANCASTER

Position: Chairperson

Phone: 027 945 5596

Address: 13 Bells Grove, Rangiora, 7440

Second contact: JASON FORSYTH

Signature: JASON FORSYTH

Position: Community Youth Worker

Phone: 027 245 6388

Address: 15 Stark Place, Carapai

Return to: Community Board Advocate

Waimakariri District Council

Private Bag 1005

Rangiora 7440

WAIKARIRI DISTRICT COUNCIL

RECEIVED 16 NOV 2016

To: Karyn
ACCOUNTABILITY REPORT FOR DOG AGILITY DISPLAY—WAIMAKARIRI LIGHT PARTY 2016

On behalf of the Trustees of the Reflections Community Trust ("the Trust"), I attach our completed Accountability Report, together with supporting documentation, for your attention.

The Trust would like to thank the Rangiora Community Board for providing funding in the sum of $200.00 towards the Waimakariri Dog Training Club Inc’s dog agility performance at the Waimakariri Light Party. It was very much appreciated.

Around 5,000 people attended the Waimakariri Light Party this year, and by all accounts the gathering was a positive and fun experience for all.

A list of sponsors was read out by our MC during the Light Party. Also, our “Thank you to our sponsors” sign was displayed on stage during the event (a copy of this is found on the back page of the attached Debrief to Sponsors, Funders and Supporters.) It has also been published on our Facebook page https://www.facebook.com/waimaklightparty/ and our website http://www.waimaklightparty.org/our-sponsors.html

Once again, thank you to the Rangiora Community Board for its generous support.

If you have any queries, please do not hesitate to contact me.

Kind Regards
Yours faithfully

Julie Knowles
Trust Administrator
Documents Attached

2. Waimakariri Dog Training Club Inc Invoice - $200.00
3. Westpac Bank Statement showing multiple payments of $12,541.09 made on 2 November 2016 with breakdown of multiple payments showing payment of $200.00 paid Waimakariri Dog Training Club on 2 November 2016.
4. Debrief Report to Sponsors, Funders and Supporters
5. 2016 Waimakariri Light Party Survey Results
7. Facebook acknowledgement of Rangiora Community Board’s sponsorship.
8. Copy of 5 November 2016 Edition of Northern Outlook – thank you to sponsors advert
9. Four photos of Waimakariri Dog Training Club Dogs performing their dog agility display at Waimakariri Light Party on 31 October 2016:
# Rangiora Community Board

## Accountability Form for 2016/2017 Discretionary Grant Recipients

For funding provided during the period July 2016 – September 2016

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Name of group: Reflections Community Trust

Date: **09/12/16**  
Amount allocated: **$200.00**

Purpose for grant: **Funding for Waimakariri Dog Training Club for Dog Agility Display at Waimakariri Light Party**

Please give details of how money was spent:

<table>
<thead>
<tr>
<th>Item</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Waimakariri Dog Training</td>
<td>$200.00</td>
</tr>
<tr>
<td>Club Inc (Dog Agility Display)</td>
<td>$...</td>
</tr>
<tr>
<td></td>
<td>$...</td>
</tr>
</tbody>
</table>

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

Funds were used to hire the Waimakariri Dog Training Club to hold a Dog Agility Display at the Waimakariri Light Party held on 31 October 2016. Around 5,000 people attended. Attached is a briefing report to sponsors, photos and results of a survey undertaken at the Light Party.

(Use additional pages if necessary)

Two authorised signatories to complete the details below:

<table>
<thead>
<tr>
<th>Date</th>
<th>First contact name</th>
<th>Position</th>
<th>Phone</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/12/16</td>
<td>Julie Knowles</td>
<td>Trust Administrator</td>
<td>021 157 689/4</td>
<td>21 Bridget Lane, Rangiora, 7400</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Second contact name</th>
<th>Position</th>
<th>Phone</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/12/16</td>
<td>Peter Gartine</td>
<td>Chairman</td>
<td>03 327 8913</td>
<td>108 Tram Road, RD1, Kaiapoi</td>
</tr>
</tbody>
</table>

Return to: Community Board Advocate  
Waimakariri District Council  
Private Bag 1005  
Rangiora 7440
Waimakariri Dog Training Club Inc.

Invoice

Waimakariri Light Party 2016

Dog agility display at the 2016 light party on 31st October.

$200.00

Please Direct Credit to 03-1592-0107913-000
Waimakariri Light Party 2016
Monday 31 October 2016 - 4.30pm to 7.30pm
Wylie Park, Kaiapoi

Debrief Report to Sponsors, Funders and Supporters

The local community once again came out in force to join in the fun at the Waimakariri Light Party at Wylie Park, Kaiapoi on Monday 31 October 2016.

The Waimakariri Light Party, now in its 12th year of providing a safe, fun, non-scary alternative to traditional Halloween activities, was attended by around 5,000 pre-schoolers, children, teenagers, parents and grandparents, who came together and braved the gusty north easterly wind to enjoy the variety of entertainment, activities, rides, food and coffee on offer. Over 700 bags of lollies were handed out by our volunteers to the many children and young people who attended.

The fun at the Waimakariri Light Party, kicked off at 4:30pm with a multitude of entertainment activities including:

**AMAC Entertainment** who entertained with their:
- Bungy Units
- Water Walkers
- Bumper Boats, Large Air slide combo
- Monkey Man Bouncer

**Bubbling with Energy** provided:
- Radical Run Obstacle Course, 12 Inflatable Bumper Balls
- Bungee Fun Run, Regency Castle
- Inflatable Climbing Wall, Clown Slide
- Inflatable Fly Wall, Gladiator Dual
- Mickey Train
This year we had even more bouncy castles for the children to enjoy. Local Kaiapoi family business Big Bounce, entertained the children with their Mega Slide bouncy castle and Multi Combo bouncy castle.

Go Jump kept the children busy on four of their popular bouncy castles - Frozen, Superheroes, Princess and Spiderman.

Express Hire Limited brought along their photo booth for fun photos. Kaiapoi High School (Kapa Haka Group) provided art, craft and movement activities including face painting, stencil painting, rock painting, poi making, and entertained children with four games to take part in. North Canterbury Sports and Recreation Trust provided a family orientated activity assault course for all to enjoy.

Pedalmania’s crazy fun bikes proved very popular with children. Both Fairytales Promotions and Driveworld Playground provided mini jeeps for children and their families to enjoy.

Children enjoyed both pony rides and a petting farm courtesy of Weedram Farm Park.

Another popular activity were Wreckem Balls - children were strapped in a bubble, enjoyed a proper workout and had fun!

After a successful appearance at the Waimakariri Light Party last year, the Waimakariri Dog Training Club were back again this year running two demonstrations showing their dogs’ agility skills, with team members putting their dogs through their paces through tunnels, hoops and weaving around posts.

Funkdafied Dance Group wowed the crowds with a spectacular dance performance by its children members.

And other highlights from the Waimakariri Light Party this year included:

- Kaiapoi Menz Shed with their hand made stilts entertaining the children and families alike;
- Sport Susie and Silly Billy the clown entertaining the crowds;
- Josh Grimaldi working through the crowds on his unicycle, and entertaining with his illusionist tricks.

Food and refreshments were also on hand at the Waimakariri Light Party:

- Kaiapoi Volunteer Fire Brigade - held a fundraiser sausage sizzle.
- Snowie Canterbury - sold their sugar free flavoured ice.
- Rangiora Scout Group - sold hot chips and sausages as a fundraiser for their group.
- Kaiapoi Baptist Church (Fusion Youth Group) - walked through the crowds selling candy floss.
- Joy Johnson - Rangiora Baptist Church - tempted the crowds with homemade sweet treats.
- Mr Whippy was also in attendance serving delicious ice cream.
Bean Extreme and Tamper Black Coffee were both on hand to provide coffee; and
Rangi's Kitchen and Debz Frybread both provided scrumptious hot food.

Local community groups and businesses attended to promote their organisations:

- Eco Educate (run by Waimakariri Council) providing education around rubbish recycling.
- Person 2 Person Help Trust - provided an area for a rest and chat with comfy sofas.
- the Police teamed up with North Canterbury Neighbourhood Support, and had children enjoying being detained in the back of the Police van.
- Kaiapoi St John Ambulance Service were on hand to provide first aid.
- Kaiapoi Volunteer Fire Service attended with two of their fire engines and brought along an evacuation maze which children loved crawling through.
- Ashley Coastguard attended with their boat and held life jacket safety checks during the Light Party.
- Bella Montessori attended with their boat and held life jacket safety checks during the Light Party.
- Organic Kids had a stand providing information on child in-home education and care.

Our fantastic master of ceremonies, Marynita Phillips, did a wonderful job of keeping the crowds entertained and actively involved with competitions and spot prizes to give away, while also acknowledging our awesome sponsors and funders. A highlight of the night was our non-scary fancy dress competition with three age categories - 5 and under, 6 to 8 years old, and 9 plus, judged by Matt Doocey, MP for Waimakariri, Reflections Community Trust Chairman, Peter Gardyne, and Organic Kids Owner, Louise Main, with great prizes to be won.

A big thank you to Kaiapoi Photographic Club for taking fantastic photos throughout the event.

Every year, our volunteers carry out a random survey asking attendees their opinion on the Light Party. Their feedback helps the Committee to ascertain whether changes need to be made to make the following year’s event even better. Comments made by participants included:

- Awesome event – it’s so affordable for families
- Maybe hold the event for a bit longer
- Hard to find rubbish bins
- Bikes were awesome
- Very well organised – never queued for too long
- More hot food
- More activities for under twos
- Great range of activities

Finally, the Waimakariri Light Party be would not be the fantastic event that it is without the generous support and donation of time from our volunteers. Thank you to everyone who volunteered at this year's Waimakariri Light Party. With special thanks to Community Patrol Kaiapoi, Rangiora Lions, Belfast Kaiapoi Rotary Club, Men@Work. A special thanks to Frucor Beverages who donated bottles of water for our many volunteers.

We also acknowledge the generous support of grant funding organisations, local churches and local businesses who provided funding, and sponsored goods for prizes for the 2016 Waimakariri Light Party.
To all the donors, sponsors and volunteers who have made the Waimakariri Light Party a huge success. Many children & youth have benefited from your generosity & willingness to help an event that celebrates a positive alternative to Halloween in a safe & fun way.

**Support received from local Churches**

<table>
<thead>
<tr>
<th>Kaiapoi Anglican Parish</th>
<th>Kaiapoi Baptist Church</th>
<th>Kaiapoi Co-operating Parish</th>
</tr>
</thead>
<tbody>
<tr>
<td>Riverside Christian Fellowship</td>
<td>Rangiora Baptist Church</td>
<td>Rangiora Anglican Parish</td>
</tr>
<tr>
<td>John Knox Presbyterian Church</td>
<td>Trinity Methodist Church</td>
<td>Waimakariri Catholic Parish</td>
</tr>
</tbody>
</table>

**Thanks to everyone for your help financial & voluntary**

- Antigua Boat Sheds
- ANZ, Kaiapoi
- Blackwell’s Department Store
- Blakeley’s of Kaiapoi
- BNZ, Kaiapoi
- Clip n Climb
- Collins & Co Chartered Accountants
- Community Patrol, Kaiapoi
- Express Hire Ltd
- Flip out Trampolines
- Frucor Beverages
- GraceWorks Demolition
- Hanmer Springs Thermal Pools & Spa
- Helmore Stewart Lawyers
- Helloworld Kaiapoi
- Joy Johnson
- Kaipoi Crossing Pharmacy
- Kaipoi Volunteer Fire Brigade
- Kaipoi Mill & Storage
- Kaipoi Photographic Club
- Larsen’s Art ‘n’ Sign Studio
- McAlpines Mitre 10 Rangiora
- McDonald’s Kaiapoi
- Men@Work
- Mr Whippy
- Orana Wildlife Park
- Palms Reading Cinema
- Pier Law, Kaiapoi
- Rangiora Lions
- Rangiora Town Hall Cinemas
- Rivertown Cafe
- Sanders Contracting Ltd
- Shauna McClelland Employer Lawyer
- Sutton Tools (NZ) Ltd
- Seedlings Transplant
- Smith Hire
- St John Volunteers, Kaiapoi
- The Ark Early Learning Centre
- Trade Aid
- Waimakariri Aquatic Facilities
- Waimakariri District Council
- Waimak Alpine Jet
- Wentworth Carrying
- Westpac, Kaiapoi
- Willowbank Wildlife Reserve
- Woodford Glen Speedway
- Woodend Community Board

**Support received from Funders**

- Kaiapoi Community Board
- Rangiora Community Board
- Woodend Community Board
2016 Waimakariri Light Party Survey Results

89 surveys were completed with a total 166 participants recording details.

How did you hear about the Waimakariri Light Party?

<table>
<thead>
<tr>
<th>Method</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>6</td>
<td>3%</td>
</tr>
<tr>
<td>Newspaper</td>
<td>10</td>
<td>6%</td>
</tr>
<tr>
<td>School</td>
<td>7</td>
<td>4%</td>
</tr>
<tr>
<td>Posters/Signs</td>
<td>18</td>
<td>11%</td>
</tr>
<tr>
<td>Friends</td>
<td>53</td>
<td>32%</td>
</tr>
<tr>
<td>Facebook</td>
<td>41</td>
<td>25%</td>
</tr>
<tr>
<td>Known/other*</td>
<td>31</td>
<td>19%</td>
</tr>
</tbody>
</table>

* Including church notices, previously attended event, found out about through other community groups

What Age bracket are you?

<table>
<thead>
<tr>
<th>Age Bracket</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preschooler</td>
<td>27</td>
<td>16%</td>
</tr>
<tr>
<td>5-8 years</td>
<td>54</td>
<td>33%</td>
</tr>
<tr>
<td>9-11 years</td>
<td>29</td>
<td>17%</td>
</tr>
<tr>
<td>12-14 years</td>
<td>15</td>
<td>9%</td>
</tr>
<tr>
<td>15-18 years</td>
<td>6</td>
<td>3%</td>
</tr>
<tr>
<td>Older</td>
<td>35</td>
<td>22%</td>
</tr>
</tbody>
</table>

Where do you normally live?

<table>
<thead>
<tr>
<th>Location</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaiapoi</td>
<td>65</td>
<td>39%</td>
</tr>
<tr>
<td>Rangiora</td>
<td>47</td>
<td>28%</td>
</tr>
<tr>
<td>Woodend</td>
<td>15</td>
<td>9%</td>
</tr>
<tr>
<td>Pegasus</td>
<td>2</td>
<td>1%</td>
</tr>
<tr>
<td>Christchurch</td>
<td>19</td>
<td>12%</td>
</tr>
<tr>
<td>Other*</td>
<td>18</td>
<td>11%</td>
</tr>
</tbody>
</table>

* Including Ashley, Clarkville, Oxford, Swannanoa, Pines Beach, Ohoka and Tuahiwi

Ethnicity

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZ European</td>
<td>94</td>
<td>57%</td>
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<tr>
<td>Maori</td>
<td>51</td>
<td>31%</td>
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<tr>
<td>Pacific</td>
<td>7</td>
<td>4%</td>
</tr>
<tr>
<td>Asian</td>
<td>6</td>
<td>3%</td>
</tr>
<tr>
<td>British</td>
<td>3</td>
<td>2%</td>
</tr>
<tr>
<td>Other*</td>
<td>5</td>
<td>3%</td>
</tr>
</tbody>
</table>

* Including American

How much would you be prepared to pay to attend the Waimakariri Light Party?

<table>
<thead>
<tr>
<th>Payment Type</th>
<th>Responses</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>$2.00 per person entry</td>
<td>83</td>
<td>50%</td>
</tr>
<tr>
<td>$5.00 per person entry</td>
<td>44</td>
<td>26%</td>
</tr>
</tbody>
</table>

A charge per family* | A charge per activity**

<table>
<thead>
<tr>
<th>Charge Type</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family*</td>
<td>36</td>
<td>22%</td>
</tr>
<tr>
<td>Activity**</td>
<td>3</td>
<td>2%</td>
</tr>
</tbody>
</table>

* 3 people suggested $10.00 per family, 1 person suggested $6.00 to $8.00 per family, 1 person suggested $20.00 per family
** One person suggested $1.00 per activity

Additional Comments

- Awesome event - it’s so affordable for families
- Too cheap at $2.00
- More hot food
- Stall holders need to check if kids have wrist bands
- Send notices to schools
- Need pedestrian crossing at entrance
- Need queuing barriers
- Cheap compared to A&P Show
- Liked the bungee trampoline
- Loved everything
- More shelter from wind needed
- More activities for under twos
- Bikes were awesome
- This was super fun. Thanks for an epic light party!
- Hard to find rubbish bins
- Fair price, awesome for community
- Titanic bouncy castle please! – Special request!
- More parking needed
- Very well organised – never queued for too long
- Have a special needs child – hard waiting in queues
- Great range of activities
- Well done and well organised
- Maybe hold event for a bit longer
- Having a great time but queues too long
- Impressed with everything about the Light Party
- Need more things for babies to do
- Great staff and the lollies are free
- Had a great time. Can’t wait for 2017 Light Party

Multiple comments regarding awesome event, lots of fun, value for money, love the pony rides, loves the crazy bikes, love the bouncy castles, need queuing barriers, and too windy.
OUT AND ABOUT

As supporters of our local businesses, my wife, Viki, and I were thrilled to share in the celebrations with Wellbeing North Canterbury, which won the Professional and Technical Services Award category at the Enterprise North Canterbury Business Awards in Ohoka.

Announcing two new classrooms for Fernside School, comprising an investment of around $750,000. This year we have celebrated major redevelopment projects for our local schools.

Celebrating with the local community 10 years of planting and development at the Ohoka Bush Bush with Henretta Butler and Anne Bonnitt.

Waimakariri is a strong centre for business. Recently, I joined the Associate Minister for Primary Industries, Hon Jo Goodhew, to visit Derrick and the team at Rangiora Nursery in Eyreton. The family-run business is a major supplier of forest and shelter tree stock to the New Zealand market.

Acknowledging the strength of our Fire Services at the Kaiapoi Volunteer Fire Brigade Annual Honours Evening. Our 34-strong Kaiapoi volunteers are committed to keeping our community safe.

Waimakariri electorate is a dynamic place to represent. Turning the sod for the Northern Corridor project in November with the Prime Minister, Hon John Key, and Transport Minister, Hon Simon Bridges, was the latest highlight in a year of major milestones. The $240 million project is being built under the National-led Government's Roads of National Significance programme and will improve journey times for Waimakariri residents and reduce traffic on local roads for North Christchurch residents.

Traffic congestion routinely comes up during my constituent contact meetings and the Northern Corridor and Western Belfast bypass will be game-changers in supporting Waimakariri's growth.

When I look back over the past two years, the electorate's rapid growth and vibrant regeneration post-earthquake, and its mix of peri-urban areas, present a unique set of circumstances as a new MP working and living in the electorate. Based on my experience during my first year I learnt it is important to keep connected to all our communities, pick up on issues that are relevant to constituents. The 14 November earthquake showed us how we need to keep connected in our community to support each other.

As we approach the festive period, I wish you and your family a wonderful holiday season.

MATT DOOCEY
MP FOR WAIMAKARIRI
AROUND THE ELECTORATE

Waimakariri electorate is a dynamic place to represent. Turning the sod for the Northern Corridor project on 4 November with the Prime Minister, Hon John Key, and Transport Minister, Hon Simon Bridges, was the latest highlight in a year of major milestones. The $240 million project is being built under the National-led Government's Roads of National Significance programme and will improve journey times for Waimakariri residents and reduce traffic on local roads for North Christchurch residents.

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As we approach the festive period, I wish you and your family a wonderful holiday season.
Do you love dogs? Then make sure you come to the Waimakariri Light Party on Monday 31 October - 4.30pm to 7.30pm to see the dogs from the Waimakariri Dog Training Club performing a dog agility display. Thank you to the Rangiora Community Board for funding this awesome display!
the McLean’s to receive the medal - for excellence in agriculture and the spirt of the A&P Society - for their continous contribution to the Amberley Show.

Marianne made it quite clear that medal was for George.

showing his first pet dog, Brutus, at the age of six as well as school art and years of leading pet lambs and calves around the show ring before riding his polo horse around the arena.

George has trialled a dog in with pets on Show Day.

Taking charge of the trialling from Lex Coope years, George has also been association president in 2014 Marianne providing great port and keeping him on track.
1. SUMMARY

1.1. The purpose of this report is to advise Community Board Members of leases/licences that are due for renewal over 2017, and to also provide information on what Leases/Licences are held within their area.

1.2. The Property Unit manage over 300 property leases/licences on behalf of the Council and are held for generally recreation, community facilities, farming, roading and drainage activities. The following attachment shows those licences/leases within this Ward and highlights those that are due for renewal or review in the upcoming year (in blue).

1.3. The nature, vicinity and use of the land for both Lessee and Council often determine what value Council receives for the land/lease property.

1.4. Licences/Leases with $1 if demanded payment are associated to Council’s Community and Recreation Team and are normally community based activities or sporting clubs that offer a service to the local community and in some instances assist in the maintenance of the leased land.

1.5. There are a number of gravel pit reserves in our district and in most instances they form part of neighbouring farm land. The rental amount can be lower due to the condition of the land and the saving to Council, in the maintenance costs associated to the land.

1.6. It has been indicated where rental has been set by way of Tender.

1.7. Rangiora Airfield Leases are based on $2.55 per sq metre and are reviewed 2 yearly, on various roll over dates and fall under the delegation of the Manager Community and Recreation.

1.8. Due to the extended information now given in this report, it is attached by way of spreadsheet.

Attachment

i. Spreadsheet of Leases/Licences for Rangiora-Ashley Community Board ward area.
2. **RECOMMENDATION**

**THAT** the Rangiora Ashley Community Board:

(a) **Receives** the attached report number 170106000673.

(b) **Notes** the upcoming renewals, status and nature of the lease/licence agreements.

3. **ISSUES AND OPTIONS**

3.1. Often land is adjacent to farm land, or can be land locked esplanade reserve in isolated areas, where the return achieved is often set at a rate that equates to a “best option” and sometimes the only lease option where it is beneficial to receive some nominal fee as well as ensuring the land is well maintained.

3.2. Where there is an economic return/high interest in the land, this is generally advertised through a tender process.

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

4. **COMMUNITY VIEWS**

4.1. Have not been specifically sought.

4.2. Where the land has significant interest, the land is leased through the Council’s tendering process.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Receiving nominal rental is quite often the best option, where the Lessee is maintaining the land, as well as fencing, vegetation and security.

5.2. Not to lease for a nominal fee can be detrimental to Council, through an increase in maintenance costs.

6. **CONTEXT**

6.1. **Policy**

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

6.2.2 Under Council’s Treasury Policy, where land is identified as surplus to requirements, and land is sold and generally applied to general rates or the activity the land related to.

6.2.3 Council is consulting with the community on a policy in respect of the rational for charges relating to Community Facilities and Reserves.

6.2.4 Under the Delegations to the Community Board (reference S-DM 1041);

15. Delegated authority on matters in the Community Board Ward in accordance with Council policies and guidelines in respect of the following matters:

- Granting of new leases or licences on reserve land; excluding the airfield. (The Board also receives an annual report on existing reserve land leases). Any easements for underground works/services is an operational matter under delegation of Utilities & Roading or Property staff.

---

Monese Ball
Property Officer
1. SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT/MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 December 2016</td>
<td>• Rangiora Health Hub Meeting</td>
</tr>
<tr>
<td>7 December</td>
<td>• Milton Reserve</td>
</tr>
<tr>
<td></td>
<td>• Friends of the Town Hall</td>
</tr>
<tr>
<td>11 December</td>
<td>• Rangiora Toyota Christmas Parade</td>
</tr>
<tr>
<td></td>
<td>• (Rangiora) Christmas Party in the Park</td>
</tr>
<tr>
<td>21 December</td>
<td>• Town entrances and Roading with Roading Manager, Ken Stevenson</td>
</tr>
<tr>
<td>21 January 2017</td>
<td>• Search for International Food Festival</td>
</tr>
<tr>
<td>23 January</td>
<td>• District Licensing Committee refresher training</td>
</tr>
<tr>
<td>26 January</td>
<td>• Muscle Car Madness – Downtown Street Party (High Street, Rangiora)</td>
</tr>
<tr>
<td>27 January</td>
<td>• District Licensing Committee Hearing</td>
</tr>
<tr>
<td>28 January</td>
<td>• Council/Community Boards Bus Trip</td>
</tr>
<tr>
<td></td>
<td>• Muscle Car Madness at Rangiora Showgrounds</td>
</tr>
<tr>
<td></td>
<td>• Cricket Mainpower Oval, Rangiora</td>
</tr>
</tbody>
</table>

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No.170130007775.

Jim Gerard QSO
CHAIRPERSON