Rangiora-Ashley Community Board

Agenda

Wednesday 13 December 2017

7.00pm

Waimakariri District Council Chambers
215 High Street
Rangiora

Members:
Jim Gerard Q.S.O (Chair)
Duncan Lundy (Deputy Chair)
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 WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON WEDNESDAY 13 DECEMBER 2017 AT 7PM.

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

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Rangiora-Ashley Community Board – 8 November 2017

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 8 November 2017, as a true and accurate record.

4 MATTERS ARISING

4.1 Proposed change of venue for 14 November 2018 Community Board meeting - Edwina Cordwell (Governance Adviser)

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives Memo No. 171130130244.

AND

(b) Confirms that the venue for both its 14 March 2018 and 14 November 2018 will be the Loburn Domain Pavilion.

5 DEPUTATIONS AND PRESENTATIONS

6 ADJOURNED BUSINESS
7 REPORTS

7.1 Pedestrian Refuges in the Ashgrove School environs – Kathy Graham
(Journey Planner/Road Safety Co-ordinator)

RECOMMENDATION

THAT the Rangiora–Ashley Community Board:

(a) Receives report No 171201130547.
(b) Approves the installation of
   - A pedestrian refuge island on Ashgrove Street at the intersection with Kingsbury Avenue;
   - A pedestrian refuge island on White Street at the intersection with Kingsbury Avenue,
     as shown on the attached document (Trim No. 171201130559).
(c) Circulates this report to the Utilities and Roading Committee.

7.2 Carrs Road / Cones Road Intersection Improvements – Bill Rice (Senior Transport Engineer)

RECOMMENDATION

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 171129129959.
(b) Approves detailed design and construction of intersection improvements which include a single access at more or less mid-point of the curve, and seal widening to accommodate a flush median, in accordance with drawing number 3820 (TRIM 171201130539).
(c) Notes that funding is available through the minor improvements budget.
(d) Notes that this work is eligible for NZTA funding (51%).
(e) Notes that a District wide speed limit review is proposed, starting in 2018.

7.3 Rangiora – Ashley Community Board Wiltshire Court Proposed Planting Plan – Greg Barnard (Parks Community Assets Officer)

RECOMMENDATION

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 171201130524.
(b) Approves the removal of the remaining seven Council owned street trees within Wiltshire Court as detailed on the attached plan for a cost of approximately $7900.
(c) Approves the planting of an appropriate species of Cherry Trees in the locations detailed on the attached plan.
(d) Notes that the removal of the trees is not consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees and Council’s Streets and Reserves Tree Policy S-CP4535.
7.4 Proposed removal of Western boundary Shelterbelt in Dudley Park – Ed Sard (Greenspace Community Assets Officer)

**RECOMMENDATION**

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

(a) **Receives** report No. CPR-04-21-22.03/ TRIM 171123127317

(b) **Notes** that the removal of the shelterbelt is consistent with section 3.3 of the Council's standard operating procedure for the removal of trees and Sports and Recreation (Reserves Management Plan 2015) policies.

(c) **Approves** the removal of the 200m length of Blue Arizonica Cypress shelterbelt which form part of the Dudley Park western boundary adjacent to White Street.

(d) **Notes** that a bollard and chain fence will be installed once the shelterbelt is removed.

7.5 Applications for Rangiora-Ashley Community Board Discretionary Grant 2017-2018 – Edwina Cordwell (Governance Adviser)

**RECOMMENDATION**

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

(a) **Receives** report No. 171129129571.

(b) **Approves** a grant of $__________ to Presbyterian Support Upper South Island towards the costs of a Suicide Prevention Event on Wednesday 28 February 2018.

OR

(c) **Declines** the application from Presbyterian Support Upper South Island.

(d) **Approves** a grant of $__________ to the Lions Club of Rangiora NZ incorporated towards the costs of two shelters to be located in the Milton Memorial Dog Park.

OR

(e) **Declines** the application from the Lions Club of Rangiora NZ incorporated.

(f) **Approves** a grant of $__________ to Loburn School towards the costs towards the costs of Year 8 students participating in the William Pike Challenge Award.

OR

(g) **Declines** the application from Loburn School.
(h) **Approves** a grant of $__________ to Rangiora Croquet Club Inc. towards the costs of a dishwasher.

OR

(i) **Declines** the application from Rangiora Croquet Club Inc.

(j) **Approves** a grant of $__________ to SeniorNet North Canterbury towards the costs of promoting basic computing and digital literacy courses, workshops and events offered by SeniorNet for older adults

OR

(k) **Declines** the application from SeniorNet North Canterbury.

**Additional application for funding from Trinity Methodist Mainly Music has been circulated separately to members, under report no. 1712111344111**

(a) **Receives** report no. 1712111344111

(b) **Approves** a grant of $__________ to Trinity Methodist Mainly Music towards the costs of creating a lockable storage room for storage for sound and musical equipment

i. OR

(c) **Declines** the application from Trinity Methodist Mainly Music.

7.6 **Appointment to Advisory Groups and Outside Organisations – Waimakariri Access Group – Edwina Cordwell (Governance Adviser)**

**RECOMMENDATION**

THAT the Rangiora–Ashley Community Board:

(a) **Receives** report No. 171122126749.

(b) **Ratifies** the appointment of Board Member Murray Clarke as the Board’s representative and liaison person to the Waimakariri Access Group.

8 **CORRESPONDENCE**

**RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

(a) **Receives** the request from the Rangiora Table Bowls Club for assistance in sealing a section of parking in front of the Rangiora Table Bowls Club building (Trim 170928104775).

(b) **Receives** the Memo from Kathy Graham (Journey Planner/Road Safety Co-ordinator) regarding termination of 960 Rangiora to Airport/Hornby bus service (Trim 171127128507).

9 **CHAIRPERSON’S REPORT**

9.1 **Chair’s Diary for November 2017**

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

(a) Receives report No. 171204131177.

10 MATTERS FOR INFORMATION

10.1 Oxford Ohoka Community Board meeting minutes – 5 October 2017 (Trim No. 171018112694)

10.2 Oxford-Ohoka Community Board meeting minutes – 9 November 2017 (Trim No. 171108121373)

10.3 Woodend Sefton Community Board meeting minutes – 13 November 2017 (Trim No. 171108121357)

10.4 Kaiapoi-Tuahiwi Community Board meeting minutes – 16 October 2017 (Trim No. 171016111634)

10.5 Library Update – Report to Community and Recreation Committee 21 November 2017 (Trim No. 171109122261).


10.7 Community Facilities Provision – Report to Community and Recreation Committee 21 November (Trim No. 171026115830)

10.8 Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 3 June 2017 – Report to Audit and Risk Committee 28 November 2017 (Trim No. 171103119209).

10.9 Capital Projects Report for the period ended 30 September 2017 - Report to Audit and Risk Committee 28 November 2017 (Trim No. 171107120949).


10.12 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – Report to Kaiapoi-Tuahiwi Community Board 18 September 2017 (Trim No. 170901094834)

10.13 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – Report to Oxford-Ohoka Community Board 7 September 2017 (Trim No. 170825091888)

10.14 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – Report to Woodend-Sefton Community Board 11 September 2017 (Trim No. 170830093802)

10.15 Tram Road Speed Limit, Mandeville North – Report to Council 5 December 2017 (Trim No. 171121126353)

10.16 Adoption of Council Standing Orders – Report to Council 5 December 2017 (Trim No. 171115124385)

10.17 Earthquake Infrastructure Recovery Programme – November 2017 Update Report to Council 5 December 2017 (Trim No. 171122127014)

10.18 Extension of Recycling and Refuse Kerbside Collection Contract 10/16 Report to Council 27 October 2017

RECOMMENDATION
THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.18.

Note: Matters for Information were circulated separately to members.

11 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.

12 CONSULTATION PROJECTS

12.1 Stormwater Drainage Bylaw
Consultation closes 5pm, 15 December 2017
http://www.waimakariri.govt.nz/have-a-say/letstalk/consultations/stormwater-drainage-bylaw

12.2 Lees Road and Barkers Road Speed Limit Review
Consultation closes 5pm, 15 December 2017.

13 REGENERATION PROJECTS

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

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 13 December 2017: $10,264.04.

15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 14 February 2018 in the Council Chambers at the Rangiora Service Centre.

Workshop

1. Members’ Forum.
   Opportunity for members to share potential new ideas and initiatives.
MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH
STREET, RANGIORA ON WEDNESDAY 8 NOVEMBER SEPTEMBER 2017 AT 7PM.

PRESENT
J Gerard QSO (Chair), D Lundy (Deputy Chair), R Brine, M Clarke, K Galloway, D Gordon, J Hoult, S Lewis, G Miller, C Prickett and P Williams.

IN ATTENDANCE
J Millward (Manager Finance and Business Support), B Rice (Senior Transport Engineer), S de Roo (Project Coordinator), C Roxburgh (Water Asset Manager) and E Stubbs (Minute Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 11 October 2017
Moved M Clarke seconded J Hoult

THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting held on 11 October 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Bill Rice, speaking to a PowerPoint presentation, provided an update on the options under consideration to improve the Carrs Road/Cones Road intersection. The intersection had been highlighted on a number of occasions and the Board had also asked for it to be reviewed. Visibility was a potential issue and this had formed part of the assessment. Although there had been no crashes reported in the last ten years residents had reported a number of near misses.

An assessment of sight distances at the intersection confirmed that it does not meet the minimum standard recommended in the Austroads guides.

The area is also bounded by private property and this further limits the options for land purchase and removal of hedges and other obstructions.

B Rice outlined each of the options contained in the memo circulated to the Board and requested feedback on these. Option 3 was an enhanced version of Option 2 (the original proposal from the technology supplier) with varying electronic display signs and addressed concerns raised by staff regarding
Option 2. However Option 3 ‘signs’ were not NZTA standard signs and to proceed with that option would require seeking specific NZTA approval.

C Prickett asked how the intersection would be designed if Loburn Lea was proposed now and B Rice believed it would be similar to the Dixons Road intersection, or Option 4.

C Prickett expressed concern that the signs described in Option 3 were not to NZTA standard, noting that although there were only eight households on Cones Road there were 1100 daily vehicle movements on Carrs Road.

C Prickett referred to the hedge planted on the corner restricting visibility and asked if the Council had a policy around that. B Rice was not aware of such a policy for private property.

G Miller asked what the current intersection visibility was. B Rice replied that it was 85m and that the Austroads assessment suggests a requirement for 148m.

J Gerard asked about Option 4 costs. B Rice advised that this option involved the construction of an additional vehicle lane together with a flush median.

P Williams asked why the speed limit in the area was not reduced to 80km/hr from the current 100km/hr, and the Loburn Lea subdivision not reduced to 50km/hr, as he understood that this would be likely to have community support. B Rice explained that the measured traffic speed at 85th percentile was 71km/hr. P Williams asked why then it should not be reduced to 70km/hr, and that this might then reduce the need to consider Option 4.

K Galloway referred to the flashing lights at Williams Street/Main North Road intersection and also on the motorway into Christchurch asking if B Rice believed the proposed electronic signs at Loburn would be more effective. B Rice advised that he could not advise on that specific comparison. The intention was to seek feedback from the Board in this regard given the members' knowledge of the area.

K Galloway questioned the total expenditure to date on the various assessments of the intersection and also those related to the proposed Cones Road walkway community project. J Gerard reminded the meeting that the discussion was solely in regard to the intersection. B Rice advised that at this stage staff had expended approximately 5 to 10 days of time. There had been no consultancy expenditure.

D Gordon thanked B Rice and asked if the NZTA minor safety budget would cover works such as Option 4. B Rice replied that it could.

D Gordon stated that he was a regular user of the road and believed that “it was an accident waiting to happen”. He would like to see improvements regardless of the walkway and would support a more extensive and long term solution rather than the non-standard electronic signs.

The Board expressed general agreement for Option 4 suggesting further consideration be made on making it more practicable and affordable. There was also reference to reducing the speed limit to 80km/hr.

D Lundy referred to the questions that had been raised regarding the private hedge and the reduction in visibility and that if the hedge was interfering with power lines Mainpower had formal authority to ensure the hedge was trimmed. He believed that the Council should consider whether to seek such ‘powers’, or for it to be considered a planning matter, given that there were many other areas where issues with hedges cropped up again and again. It was an avoidable situation. J Millward advised that the Council did now plan to retain ownership of road frontages on corners and agreed that this had not always been possible or undertaken in the past.

P Williams asked if the landowners had been approached to trim the hedge. B Rice advised that the landowners had been approached and that although they were reluctant to lose such an asset on their property they were open to
negotiation, however that would come at a cost. B Rice also advised that the removal of the hedge would not alleviate the issues of visibility sufficiently and was therefore not being pursued.

6 ADJOURNED BUSINESS

6.1 Applications for Rangiora-Ashley Community Board Discretionary Grant 2017-2018 – Karyn Ward (Community Board Advocate)

The Board adjourned for a short workshop at 7.21pm resuming again at 7.29pm.

Moved G Miller seconded J Hoult

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 170926104076.

(b) Approves a grant of $300 to Canterbury Westland Kindergarten Association (Kidsfirst Kindergartens Bush Street) towards the costs of replacing books and the purchase of new large books for group stories.

CARRIED

G Miller believed it was a worthwhile cause.

J Hoult believed it was essential to support the application for the benefit of the children. Books were an essential part of children’s early learning. It was a local organisation and not a commercial operation.

K Galloway expressed concern that funding was not available from more appropriate sources including Ministry of Education. This was a pattern the Board was seeing again and again. However, he supported the motion for the benefit of the children.

C Prickett agreed with K Galloway.

D Gordon believed that K Galloway raised good points. As a member of the Lottery Grants Board he advised that it had had exactly the same discussion over the Ministry of Education role. The conclusion there had been that parents were having to work hard to get additional funding and the Grants Board could support the smaller grants. It was a political debate over that which central government should or should not fund. He was persuaded to support the motion by the arguments of members.

7 REPORTS

7.1 Garrymere Water Supply Source Upgrade – Request to consult with community regarding options to meet Drinking Water Standards for New Zealand – Sean de Roo (Project Coordinator) and Colin Roxburgh (Water Asset Manager)

C Roxburgh introduced S de Roo who advised that the purpose of the report was firstly to update the Board on the options for upgrading and funding the upgrade of the Garrymere water supply scheme to achieve compliance with the Drinking Water Standards for New Zealand (DWSNZ) and also to seek endorsement from the Board for the proposed basis of consulting the Garrymere community on the upgrade options. Following the consultation staff would recommend an option to the Council to upgrade the scheme.

S de Roo outlined the four options that would meet compliance with the standards.
Option A was for the treatment of the existing water source through filtration and Ultra Violet (UV). The cost for that was $390,000.

Option B was to drill a new well at Garrymere. The well would be up to 300m deep and the cost estimate was $880,000. There was a risk that the well would not find a new water source.

Option C was to connect to the Summerhill scheme via 2.9 km of pipe and crossing the Ashley and Garrymere rivers. There would be additional upgrade works at the West Eyreton headworks. The cost was $1.8 million.

Option D was similar to C, however it involved measures to reduce demand within the Garrymere scheme. The cost was $1 million.

There were other options that had been discounted by staff due to cost and not meeting the standards including:

Option E onsite treatment, requiring 41 individual treatment systems.

Option F connecting to the Ashley Water Supply scheme. This scheme did not meet DWSNZ and

Option G to do nothing. This is not an option as the current scheme does not meet DWSNZ.

J Gerard was uncomfortable recommending the three options B-D, for consultation as they might not be achievable for reasons of cost and/or high risk. C Roxburgh commented that staff had considered these factors when the report was collated but wished to obtain a steer from the Board.

Paul Williams suggested Option E should be included. Although it was difficult to establish if 75% of water on the scheme was used for agricultural purposes, by the time of the proposed consultation the agricultural/domestic use split might be better understood.

C Prickett also agreed that option E should be included for consultation.

C Roxburgh commented that staff had considered including option E and had tried to find advice but no one else in Canterbury was adopting such an option. To establish the ratio of domestic verse agricultural use was challenging and the default model that had been used to establish the ratio showed the scheme did not comply. C Roxburgh advised that they had only learnt today that Hurunui was using individual onsite treatment. An option was to do more investigation and to talk to Hurunui to see how they had established the ratio.

C Roxburgh advised that staff did not want to include the option unless they had satisfied themselves and elected members that the option was viable.

C Roxburgh further advised of the risks associated with Option E. It would be difficult to monitor over 40 different alarms on individual systems on individual properties. He commented that he would be surprised to see the standards go that way.

D Gordon suggested that as a courtesy, the Summerhill and West Eyreton Water Advisory Groups be given a ‘heads-up’ that the option of Garrymere joining the Summerhill scheme was to be included as part of the consultation.

C Roxburgh valued the comment and noted that it was unlikely that it would be the preferred option due to the costs and risk. It had been included to show that it had been considered. If it looked as if it were likely to go down that track then the process would go back to the start for wider consultation. D Gordon suggested that the report be circulated to the advisory groups with a covering memo.

C Roxburgh advised that the 75%/25% ratio for Option E meant that there was a risk the option would limit future development. Lifestyle blocks could shift the ratio towards greater domestic use.
G Miller asked about the cost of Option E. S De Roo advised that this could also be discussed with Hurunui. C Roxburgh advised that capital costs would be decreased however operating costs would be higher due to the monitoring required. The capital cost would need to be significantly lower due to the inherently higher risk.

C Prickett requested clarification around drilling a new well as the consultant’s report did not seem to have a conclusion. S de Roo advised that studies had shown that the Kowai Formation, was likely to be 300m deep in that location. It was not an exact science and there was no guarantee of a successful well. S de Roo commented that all the options were high cost but were viable options that met the DWSNZ. If the bore was successful it could potentially also provide water for the Ashley Scheme. If a water source was not found then the cost of drilling would need to be borne.

D Lundy referred to Option D which required measures to decrease demand within the Garrymere scheme. He commented that the blocks were sold on the strength of potential future horticultural uses and it could be argued by some that they had also bought those water units. C Roxburgh commented the ‘buy back’ of water units had not been factored in. The option could not proceed unless there was good buy in.

D Lundy questioned the Summerhill source and S de Roo advised there was plenty of water at source, the issue was the infrastructure (pumps etc.) of getting it to the Garrymere scheme.

Moved P Williams seconded D Gordon

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 171025115123.
(b) Recommends to the Utilities & Roading Committee that Council staff begin the community consultation process with the Garrymere community on the basis of the four options presented as being viable (Options A, B, C and D). The community consultation would involve the distribution of an information pamphlet followed by a public meeting.
(c) Notes that the options of on-site treatment, connecting to the Ashley water supply scheme and not upgrading were considered but are not considered to be viable either due to high cost, not complying with the DWSNZ, or both.
(d) Notes that following the community consultation, staff will report back to the Board to provide a summary of the feedback received and to seek endorsement of the recommended option prior to staff reporting back to Council.
(e) Notes that staff will investigate Option E prior to the Utilities & Roading Committee meeting.
(f) Requests that staff, as a courtesy, communicate with the Summerhill and West Eyreton Water Advisory Groups.

CARRIED

7.2 Board Meeting Dates for 2018 – Karyn Ward (Community Board Advocate)

D Gordon commented that he had received some feedback that all meetings were held in Rangiora when the Board’s community area had a wider base. He favoured considering holding a meeting at Cust and a meeting at Loburn during the summer months. It was noted that the Oxford-Ohoka Community Board promoted meetings held in particular areas.
P Williams suggested that if there were items of interest to a particular area then the meeting could be held in that location in order to receive feedback.

R Brine questioned the effect on staff, for example Powerpoint presentations. J Millward commented that it was not a big issue and other Boards held meetings away from Chambers.

Moved D Gordon seconded P Williams

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 171026116055.

(b) Resolves to hold Board meetings commencing at 7.00pm, on the following dates:

Wednesday 14 February 2018 Council Chambers
Wednesday 14 March 2018 Loburn
Wednesday 11 April 2018 Council Chambers
Wednesday 16 May 2018 Council Chambers
Wednesday 13 June 2018 Council Chambers
Wednesday 11 July 2018 Council Chambers
Wednesday 8 August 2018 Council Chambers
Wednesday 12 September 2018 Council Chambers
Wednesday 10 October 2018 Council Chambers
Wednesday 14 November 2018 Cust
Wednesday 12 December 2018 Council Chambers

CARRIED

D Gordon suggested that under the Governance budget small advertisements could be placed in local newspapers. Public forums could be held at the start of a meeting similar to those that the Oxford-Ohoka Community Board had held.

P Williams commented that it was a good idea to go out to the community. He noted that the months for Loburn and Cust venues could be changed dependant on venue availability.

J Hoult commented that it was entirely appropriate to go out to the community.

C Prickett commented that it provided the opportunity for schools to present and J Gerard commented that the Board could also visit schools.

7.3 Ratification of the Rangiora-Ashley Community Board’s Submission regarding the District Plan Review ‘Comments and Issues’ Phase – Edwina Cordwell (Governance Adviser)

Moved K Galloway seconded G Miller

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 171009108987.

(b) Ratifies the Board’s Submission regarding the Waimakariri District Council’s District Plan Review ‘Comments and Issues’ Phase (Trim 171009108973).

CARRIED

8 CORRESPONDENCE

J Gerard commented that there would be a staff report to formalise the Board’s appointment to the Waimakariri Access Group for the following meeting. He noted that the next Access Group meeting was taking place shortly and
suggested it would not be untoward to appoint someone and have it ratified at
the next meeting.
Moved: D Gordon seconded: K Galloway

THAT the Rangiora-Ashley Community Board:
(a) Receives the letter regarding Draft Waste Management and
Minimisation Plan and Kerbside Options (Trim 171030116729).
(b) Receives the request from the Waimakariri Access Group to appoint a
representative to the group from the Rangiora-Ashley Community
Board. (Trim 171027116507).
(c) Appoints Murray Clarke as the Rangiora-Ashley Community Board
representative to the Waimakariri Access Group, to be ratified at the
December 2017 Rangiora-Ashley Community Board meeting.

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for October 2017
Moved J Gerard seconded K Galloway

THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 171031117674.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting minutes – 9 October 2017
(Trim No. 171018112762)

10.2 Road Safety Action Plan – Report to Council 24 October
(Trim No. 17004107285)

10.3 Stormwater Drainage Bylaw Review 2017/18 – Report to Council 24
October 2017 (Trim No. 170907097266)

10.4 CAREX Report on Glyphosate - Report to Council 24 October 2017
(Trim No. 171012110892)

10.5 Cam River Enhancement Allocation of Funding – Report to Council 24
October 2017 (Trim No. 170925103162)

Moved G Miller seconded J Hoult

THAT the Rangiora-Ashley Community Board receives the information in
items 10.1-10.5.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 D Lundy
• Spoke to concerned residents questioning why the Council was not
promoting the Western Bypass for heavy vehicles and other traffic.

11.2 R Brine
• Part of the Council delegation to Passchendaele. Commented that it
brought home the magnitude of sacrifice and waste. Noted the huge
gratitude of the Belgium people for New Zealanders’ role in the war. Expressed gratitude to the Council for the opportunity to attend.

11.3 **K Galloway**
- Trouble with sewerage pipes in Fraser Place, was pleased to advise that the response of Chris Pattern (WDC) was exemplary.
- Rangiora Dog Park Quiz night was to be held on Monday night.
- Had been questioned by local resident of the cost of WDC delegation to Passchendaele.
- Noted that St Johns had been requesting support.
- Asked the date when the Rangiora High Street lights would be switched on. D Gordon advised that it was expected to be the Christmas Celebration night.
- Asked on progress of Waste Minimisation – J Millward advised that it was part of the Long Term Plan (LTP) process and would be consulted upon in early March 2018.
- Asked for update on the timetable on the Passchendaele and Rangiora Woodend walk/cycleways. J Millward advised he would circulate answers around the Board members.

11.4 **M Clarke**
- Attended Waimakariri Health Advisory Group meeting.
- Referred to accessibility issues including steep cut down footpath and overhanging trees. If any member saw a problem they should raise a Service Request. There was an annual inspection with follow-up letters. They were currently walking through the process with Fire and Emergency New Zealand (FENZ) in terms of who was best to service long grass on sections.
- Had been in communication with Green Space over sealing part of carpark for access to table bowls.
- Referred to D Lundy’s comments regarding western bypass and advised that he had had received complaints about heavy traffic on River Road.

11.5 **J Hoult**
- Noted that accessibility issues on Rangiora High Street pavements had been raised previously, however there had been no change and it was still cluttered. It was noted that K Galloway and G Miller were now part of a Council working party.
- Attended Passchendaele service and was impressed by presentation of the day and youth involved.
- Landmarks – working on plaque for Victoria Street Gates.
- Timebank - writing funding applications.
- Neighbourhood Support – attended AGM, problems appeared to be resolved. A BBQ had been held at Pak n Save to promote the ‘Get Ready’ campaign which was a great resource to be part of.

11.6 **S Lewis**
- Had been busy organising the Sunday 12 November 9.30am Rakahuri Track mountain bike charity ride to raise funds for Motor Neurone Disease Association of New Zealand (MNDNZ) in memory of Councillor Peter Allen. Thanked the North Canterbury Sport and Recreation Trust for their assistance.

11.7 **C Prickett**
- Helped rectify issue with Flaxton Road speed indicator sign
- Attended Jill Creamer Walkway opening.
• Asked if the Council had completed a usage assessment of the Milton Dog Park.
• Attended Matawai Park meeting to look at issues including drainage and weed ingress. There was no sure way to resolve.

11.8 P Williams
• Noted complaints from residents including receiving overhanging tree letter, kerb and channeling and grass being too long.
• Attended water quality workshop in Fernside Hall and highlighted comment by local farmer ‘if I don’t get enough water to grow grass all I will be able to grow is septic tanks’.
• Commented on technical data released for the Kaiapoi River. Due to lack of flow there was salt water intrusion to Mafeking Bridge. He commented the water issues were important to consider as it was a long term problem for the area.

11.9 D Gordon
• Expressed gratitude for the opportunity to attend Passchendaele for the 100 year commemorations. He had been asked by a number of residents to visit cemeteries with family members and had passed on photographs. He thanked Freddie de Clerk for his hospitality. Advised that in terms of the cost for his trip, the Council had met 75% of an international economy class airfare and the rest of the costs had been met by himself.
• Requested follow-up with Kiwi Rail on the railway approaches on High Street and Kippenberger Avenue.
• Advised that at the recent Council meeting North Canterbury Riding for the Disabled had requested extra time to pay off its loan.
• The Council had approved exploration of options to secure land for Lehmans Road River Road Bypass.
• Rotary Club Walk 2DFeet MND on Sunday 12 November 1pm at the Rangiora Racecourse, Lehmans Road entrance.

12 CONSULTATION PROJECTS
12.1 Dudley Park Shelter Belt Removal
Consultation closes 5pm, 16 November 2017.

12.2 Stormwater Drainage Bylaw
Consultation closes 5pm 15 November 2017.
http://www.waimakariri.govt.nz/have-a-say/letstalk/consultations/stormwater-drainage-bylaw

12.3 Williams Street Beach Road Intersection
Consultation closes 5pm, 13 November 2017.

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

14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
    Balance as at 11 October 2017: $10,564.04.

15 MEDIA ITEMS
    Nil.

16 QUESTIONS UNDER STANDING ORDERS
    Nil.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
    Nil.

NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 13 December 2017 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT 8.52PM.

CONFIRMED

___________________
Chairperson

___________________
Date

Workshop
1. Members’ Forum.
   Opportunity for members to share potential new ideas and initiatives.
At its 8 November 2017 meeting the Rangiora-Ashley Community Board confirmed its 2018 meeting dates and venues.

The Board decided to hold its 14 March 2018 meeting in the Loburn area and its 14 November 2018 meeting in Cust.

Members expressed a desire for meetings to be more visible and potentially more accessible to the wider community.

Staff have investigated venue options for these meetings and advise that there is no suitable venue in Cust available for the Board’s November meeting.

Staff have also visited the Loburn Domain Pavilion, 154 Loburn-Whiterock Road and this has excellent facilities, car parking, accessibility provision and is available for both the March and November meeting dates.

It is therefore recommended that the Board also holds its 14 November 2018 meeting in Loburn.

Staff will continue to monitor the availability of other suitable community venues.

**Staff Recommendation:**

That the Rangiora-Ashley Community Board confirms that the venue for both its 14 March 2018 and 14 November 2018 will be the Loburn Domain Pavilion.

Edwina Cordwell

Governance Adviser
1. SUMMARY

1.1 The purpose of this report is to seek approval from the Rangiora Ashley Community Board for the installation of two pedestrian refuge crossings on White Street at the intersection with Kingsbury Avenue and on Ashgrove Street at the intersection with Kingsbury Avenue.

1.2 Requests have been received from students and parents from Ashgrove School concerning safer crossing points. Some of these have already been addressed, e.g. Kingsbury Avenue pedestrian refuge installed 2016.

1.3 A school travel survey undertaken by 190 of the parents/caregivers of students from Ashgrove School in mid 2017 showed while there is a fairly good level of active travel by students to and from school, that safer crossing points were a factor in the decision whether to let their child walk, scooter or cycle.

1.3 An assessment of the most common roads in the school environs which are used by students in their school journey including feedback from parents and from the survey results has indicated that pedestrian refuges in White Street and Ashgrove Street would assist in making student's journey to school safer and may therefore encourage an increase in active modes of travel for journeys to and from school.

1.4 Some respondents to the survey (24%) cited 'dangerous roads as a reason they did not allow their children to walk, cycle or scooter to school. Parents were also asked what might encourage them to allow their children to walk, cycle or scooter. Around 40% of responses indicated 'safer crossing points' were a factor.

1.5 The Council Walking & Cycling Strategy's Vision is that Waimakariri residents choose to walk and cycle and the environment is friendly, safe and accessible for walkers and cyclists.

1.6 The Council Road Safety Action Plan includes vulnerable road users as an area of concern and includes an activity to conduct an audit of school safety signage/environments to maximise safety.
Attachments:

i. Map of area showing existing and potential crossing refuge points (Doc 171201130559)

ii. Most recent traffic counts relative to pedestrian refuge crossings requested (Doc 171201130552)

RECOMMENDATION

THAT the Rangiora Ashley Community Board:

(a) Receives report No 171201130547.

(b) Approves the installation of

- A pedestrian refuge island on Ashgrove Street at the intersection with Kingsbury Avenue;
- A pedestrian refuge island on White Street at the intersection with Kingsbury Avenue,

as shown on the attached document (Trim No. 171201130559).

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

2. ISSUES AND OPTIONS

2.1. From time to time Council receives requests for pedestrian refuge crossings in particular areas, many of which relate to vulnerable road users such as school children and/or the elderly using the environs.

2.2. In mid-2017, a Travel Survey was carried out with Ashgrove School parents to look at the number of children walking, cycling and scooting to school and what barriers there were for those children who were not. The survey showed around 60% of children of those who responded (190) travel to or from school in a vehicle but there is also a good proportion who walk, cycle or scooter some or all of the journey. Ashgrove has a roll of around 520.

2.3. However, some respondents to the survey (24%) cited ‘dangerous roads as a reason they did not allow their children to walk, cycle or scooter to school. Parents were also asked what might encourage them to allow their children to walk, cycle or scooter. Around 40% of responses indicated ‘safer crossing points’ were a factor.
2.4. Feedback from the survey identified the roads that were most frequently crossed by children on their journey to and from school. While not identifying the exact location, the roads identified as most used were West Belt, Ashgrove, Seddon Street, White Street, Kinley Street and Kingsbury Avenue.

2.5. While there are other reasons parents and caregivers choose to not allow active travel to school by children, providing infrastructure that mitigates safety concerns is one factor in the school travel planning process in achieving a greater uptake of active travel.

2.6 Traffic counts in the area show around 200 vehicle movements per hour in the peak times near Ashgrove/Kingsbury Street intersection and over 100 in the White/Kingsbury Street intersection.

2.7 Young children cannot accurately judge the speed and distance of approaching vehicles and tend to be far-sighted and have difficulty with side vision, so creating pedestrian refuges means they only have to navigate one lane of the roadway at a time.

2.8 A pedestrian refuge will also assist to narrow the road lanes slowing traffic in an area where vulnerable pedestrians are.

2.7 The Walking & Cycling Strategy’s Vision is that Waimakariri residents choose to walk and cycle and the environment is friendly, safe and accessible for walkers and cyclists.

2.8 The Council Road Safety Action Plan includes vulnerable road users as an area of concern and includes an activity to conduct an audit of school safety signage/environments to maximise safety.

2.9 The Transport Agency’s Safer Journeys for Schools guide highlights that efforts should be made to ensure key routes to school have sufficiently usable and safe infrastructure for active modes, where broadly feasible.

2.10 Pedestrians are more susceptible to serious injury in the event of a crash. With their limited abilities and lack of experience, children are among the most vulnerable of pedestrians. Their abilities will also vary according to their age, with children less than eight years old being the most vulnerable.

2.11 Council will continue to work with the school to promote road safety in the area and also look at other measures to encourage active travel.

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

3. THE COMMUNITY VIEWS

3.1 Requests have been received from students and parents from Ashgrove School concerning safer crossing points. Some of these have already been addressed, e.g. Kingsbury Avenue pedestrian refuge installed 2016.

3.2 The Principal of Ashgrove School, Christine Chadwick is keen to see an increase in the number of children choosing active travel for their journeys to and from school and believes safer crossing points will assist this.

3.3 Feedback received as part of the Council’s 2017 Walking & Cycling Strategy Review survey showed that concerns about safety are the main reasons parents or caregivers do not want children biking or walking to school or other activities.
3.4 When asked in the Walking & Cycling Strategy survey, 'what would encourage children to walk more often' the feedback highlighted safe crossing points.

3.5 The improvements that were most prevalent in the feedback and suggested to encourage more children to walk or bike to school were mainly around more dedicated cycle and walking paths, improved crossing points and lower traffic speeds particularly around rural schools.

3.3 The Council Road Safety Action Plan 2017-18 includes a goal of reducing the number of fatal and serious crashes involving vulnerable road users as a priority.

4. **FINANCIAL IMPLICATIONS AND RISK**

4.1. All costs associated with installing these signs can be met with existing budgets.

4.2. There are no significant risks associated with installing the pedestrian refuges.

5. **CONTEXT**

5.1. **Links to Community Outcomes**

5.1.1. There is a safe environment for all:
   - Crime, Injury and road accidents are minimised
   - Harm to people from natural and manmade hazards is minimised

5.1.2. Transport is accessible, convenient, reliable, affordable and sustainable
   - The standard of our District’s roads is keeping pace with increasing traffic numbers

Kathy Graham
Journey Planner/Road Safety Co-ordinator
Report to Rangiora-Ashley Community Board regarding approval for pedestrian refuges on Ashgrove Street and White Street at the intersection with Kingsbury Street
Report CMS-06-03-171201130547 refers

<table>
<thead>
<tr>
<th>Road Name</th>
<th>Count Date</th>
<th>Notes</th>
<th>ADT veh/day</th>
<th>Peak Traffic veh/hr</th>
</tr>
</thead>
<tbody>
<tr>
<td>WHITE ST</td>
<td>11/06/2013</td>
<td>100m south of Kingsbury Ave</td>
<td>867</td>
<td>121</td>
</tr>
<tr>
<td>WHITE ST</td>
<td>11/06/2013</td>
<td>70m north of Kingsbury Ave</td>
<td>551</td>
<td>76</td>
</tr>
<tr>
<td>WHITE ST</td>
<td>12/05/2016</td>
<td>160m north of Blackett St</td>
<td>987</td>
<td>117</td>
</tr>
<tr>
<td>ASHGROVE ST</td>
<td>12/05/2016</td>
<td>100m south of Seddon St</td>
<td>411</td>
<td>62</td>
</tr>
<tr>
<td>KINLEY ST</td>
<td>12/05/2016</td>
<td>100m south of Seddon St</td>
<td>526</td>
<td>112</td>
</tr>
<tr>
<td>KINGSBURY AVE</td>
<td>26/05/2016</td>
<td>50m east of West Belt</td>
<td>1549</td>
<td>218</td>
</tr>
<tr>
<td>KINGSBURY AVE</td>
<td>26/05/2016</td>
<td>50m west of King St Roundabout</td>
<td>2093</td>
<td>281</td>
</tr>
</tbody>
</table>
1. **SUMMARY**

1.1. The purpose of this report is to seek the Board's approval to change the layout of the Carrs Road, Cones Road intersection in accordance with the attached drawing number 3820.

1.2. Concerns have been raised by residents of Cones Road to the north of the intersection about visibility from northbound vehicles entering the unsealed section of Cones Road, and crossing the path of southbound vehicles travelling from Carrs Road to Cones Road. Although NZTA’s crash database records no crashes as a result of this limited visibility, residents report a number of near misses.

1.3. An assessment of sight distances at the intersection confirmed that the intersection does not meet the minimum sight distances recommended in the Austroads guides. This indicates that there is a risk of crashes at the intersection as a result of vehicles crossing the path of southbound vehicles.

1.4. Three options were considered to address this deficiency. These were:

1. A one way entry and exit system;

2. Electronic warning signs;

3. Realignment of the northern approach, and installation of a flush median to provide a safe area for vehicles to turn.

1.5. Residents and property owners on the northern section of Cones Road were consulted. They were provided a draft drawing of Option 3. Following consultation some revisions were made to this option.

1.6. Following a briefing with the Board on 8 November, a revised option 3 (option 3a) was considered. The difference between this option and option 3 was that option 3a did not include a flush median, and therefore had minimal seal widening.

1.7. Standard Drawing 261 of Council’s Engineering Code of Practice (Attachment ii) is Council’s minimum standard for a rural “T” intersection. It requires a minimum through road carriageway width (edgeline to edgeline) of 9.7m. Option 3 requires a carriageway width of 9.8m. This is made up of two 3.5m wide through lanes (one in each direction) plus a 2.8m wide flush median.
1.8. It is considered that any cost savings of option 3a when compared with option 3 are likely to be small. Option 3 is therefore the recommended option.

1.9. The timing of the investigations for this project has roughly coincided with deliberations on a possible walkway and cycleway north of Cones Road. However, it is considered that the safety issues at the intersection need to be addressed regardless of the walk and cycleway. This project is therefore independent of any decisions which may be made regarding the walk and cycleway.

1.10.

Attachments:

i. Plan of option 3 (TRIM 171201130539)
ii. WDC Standard Drawing 261A – Standard Rural “T” Junction Type A
ii. Consultation Plan (TRIM 171026116124)
iii. Consultation Letter (TRIM 170818089619)
iv. Collated Consultation Responses (TRIM 171023114328)
v. Additional responses to question 7 – Other Comments (TRIM 171023114330)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:

(a) Receives report No. 171129129959.
(b) Approves detailed design and construction of intersection improvements which include a single access at more or less mid-point of the curve, and seal widening to accommodate a flush median, in accordance with drawing number 3820 (TRIM 171201130539).
(c) Notes that funding is available through the minor improvements budget.
(d) Notes that this work is eligible for NZTA funding (51%).
(e) Notes that a District wide speed limit review is proposed, starting in 2018.

3. ISSUES AND OPTIONS

3.1. Users of the Carrs Road / Cones Road intersection have raised concerns regarding visibility distances at the intersection. These concerns relate mainly to visibility around the curve for vehicles continuing through the intersection along Cones Road from south to north. Despite continuing straight through on Cones Road, this manoeuvre is effectively a right turn.

3.2. It appears that this intersection was originally a Tee intersection with Cones Road running in a north south direction, and Carrs Road running off it to the west. The intersection layout has been changed to form a curve between between Cones Road (south) and Carrs Road (west). Vehicles travelling from south to north on Cones Road cross, and are required to give way to, vehicles travelling from Carrs Road to Cones Road (west to south).

3.3. There are accesses from the Cones Road / Carrs Road curve to Cones Road (north) at both ends of the curve. The hedge on the boundary of the adjacent property on the inside of the curve has grown to the stage where it now obstructs visibility around the curve from the entry point to the southern access.
3.4. Cones Road (immediately south of the intersection) carries 1340 vehicles per day (2016 count). Carrs Road (approximately 1km west of the intersection) carries 900 vpd (2012 count). Cones Road to the north of the intersection is a low volume unsealed road.

3.5. The layout of the intersection is shown in Figure 1.

![Intersection Layout](image)

**Figure 1 Intersection Layout**

### Issues Assessment

3.6. The sight distances at the intersection have been assessed against the requirements of “Austroads Guide to Road Design Part 4a Unsignalised and Signalised Intersections”. A speed survey of vehicles travelling around the curve between Carrs and Cones Roads indicated an 85th percentile speed of 71km/h.

3.7. The grade through the intersection, estimated using LIDAR contours, is 4% falling from west to south.

3.8. The Safe Intersection Sight Distance (SISD), based on an operating speed of 71km/h and gradient of 4%, is assessed as 136m for uphill traffic, and 148m for downhill. At this intersection, the downhill sight distance is required to enable a downhill driver to see a vehicle turning across their lane, and stop. The uphill sight distance is required to enable an uphill driver to see a vehicle, which is stopped in the through lane, while waiting to turn right.

3.9. Table 1 shows the sight distances currently achieved at the intersection. The south eastern and north western ends are at the locations of the existing accesses. The midpoint location is at a possible alternative access location.

3.10. The sight distances achieved at this intersection are less than those required in one direction or the other at all locations through the curve.
<table>
<thead>
<tr>
<th>Location</th>
<th>Achieved</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Uphill</td>
<td>Downhill</td>
</tr>
<tr>
<td>South Eastern End</td>
<td>&gt;200m</td>
<td>85m</td>
</tr>
<tr>
<td>Midpoint</td>
<td>60m</td>
<td>110m</td>
</tr>
<tr>
<td>North Western End</td>
<td>70m</td>
<td>&gt;200m</td>
</tr>
</tbody>
</table>

Table 1 Existing Intersection sight distances

3.11. The existing route along Cones Road from south to north, and crossing the eastbound traffic from Carrs Road, is straight. However, vehicles crossing the approaching lane do so at an obtuse angle. The length of approach lane that they cross is up to 16m long. This compares to a crossing length of 3.5m for a vehicle crossing the lane at a right angle. This increased crossing length increases the time that a vehicle is exposed to a vehicle travelling in the opposite direction.

3.12. Vehicles tend to cross the opposite lane at a higher speed when they are travelling straight. This does reduce the exposure time that vehicles are in the opposite lane. However, the obtuse angle that vehicles are crossing the lane means that any crash that may happen is likely to be a head on crash, and the increased speed of the northbound vehicle is likely to result in it being a more serious crash.

**Crash History**

3.13. The CAS crash database records no crashes at this intersection in the period 2008 to 2017. During consultation, residents near the intersection have reported at least one crash involving a vehicle, eastbound on Carrs Road. This vehicle approached the curve too fast, lost control, and went into the hedge on the eastern side of the curve.

3.14. Residents have reported near misses involving vehicles entering the northern section of Cones Road, and not seeing an east bound vehicle, but there have been no crashes reported.

**Parking**

3.15. Heavy Vehicles (including trucks and a large tractor) regularly park on the unsealed roadway area overnight and at weekends. Generally one or two trucks plus the tractor park in the area, but up to three trucks have been reported parking on the Carrs Road access to the letter boxes, effectively blocking that access.

3.16. This area is road reserve, and therefore, registered and warranted vehicles are entitled to park here, provided they do not create a hazard or a nuisance.

3.17. An option of including parking was included in the consultation material. Such parking could be used to provide parking for the proposed walkway cycleway. The responses to the consultation question about providing parking were mixed. These responses are summarised in Section 4.

**Options**

3.18. The options listed below have been identified for this intersection. A brief assessment of the pros and cons of each option is included.

---

Option 1 One Way Entry and Exit
3.19. This option would not change the physical layout of the intersection, but would pose restrictions on entry northbound from the Cones Road eastern access. The main entry would be from the Carrs Road western access. This would effectively involve a U turn manoeuvre at this intersection. The limited space means that large vehicles would struggle to complete the manoeuvre in one sweep. Heavy vehicles would still need to use the Cones Road eastern access.

3.20. Parking would need to be restricted to enable a one way operation

**Option 1 Assessment**

<table>
<thead>
<tr>
<th>Estimated Cost:</th>
<th>&lt;$5,000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pros</strong></td>
<td></td>
</tr>
<tr>
<td>Low cost</td>
<td></td>
</tr>
<tr>
<td>Addresses sight distance between vehicles turning into the access and those eastbound on Carrs Road</td>
<td></td>
</tr>
<tr>
<td><strong>Cons</strong></td>
<td></td>
</tr>
<tr>
<td>Limited sight distance between vehicles north and west bound on Cones Road and Carrs Road and those turning into the access</td>
<td></td>
</tr>
<tr>
<td>Heavy vehicles would need to use the existing Cones Road eastern access, meaning they would have limited visibility of approaching vehicles</td>
<td></td>
</tr>
<tr>
<td>Other vehicles are likely to continue using the Cones Road eastern access because it is easier and quicker</td>
<td></td>
</tr>
</tbody>
</table>

**Option 2 Vehicle Detector and Signage to Warn of Approaching Vehicle**

3.21. This option would involve a radar detector set up in the western corner of the island on Carrs Road, and a sign on the southern end of the island or on Cones Road, which is activated if a vehicle is approaching.

3.22. **Option 2a** would be a simple static sign with the message “Vehicle Approaching” with flashing lights which are activated by an approaching vehicle. Figure 2 shows a possible layout for this option.

**Figure 2 Possible Option 2a Layout**

**Option 2a Assessment**
Estimated Cost: $15,000 to $20,000

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| • Moderate cost  
• Addresses sight distance between vehicles turning into the access and those eastbound on Carrs Road | • Reliant on technology  
• If the technology fails, then users get message that it is clear to cross  
• Message may be confusing to drivers who are not familiar with the layout, including those travelling straight through from Cones Road to Carrs Road. These drivers may not know how they are expected to respond to the message  
• System could be susceptible to vandalism. |

3.23. The shortcomings of option 2a have been discussed with the technology suppliers. In response, they have suggested that there are ways in which these shortcomings could be addressed.

3.24. **Option 2b** is still under development. It could include the following features to address the shortcomings:

- More redundancy in the system (such as back up radar systems).
- An ability for the system to automatically contact maintenance personnel in the event of failure.
- The south facing sign on Cones Road may show a blank sign when there is no traffic approaching in either direction, a message showing the curve layout when there is traffic approaching from Cones Road (south), and a warning message when there is traffic approaching from both directions. Possible sign layouts are shown below.

![](No Traffic.png) ![Traffic From South.png] ![Traffic from both directions.png]

**Option 2b Assessment**

Estimated Cost: $40,000 to $60,000

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| • Moderate cost  
• Addresses sight distance between vehicles turning into the access and those eastbound on Carrs Road  
• The sign looks different if there is | • Reliant on technology  
• There may still be potential for some confusion  
• These signs are not approved by NZTA. This option would need to get NZTA’s approval before it |
no traffic approaching from the west than it does if there is a failure in the sign could proceed.

- System could be susceptible to vandalism

3.25. The Land Transport Rule (Traffic Control Devices) allows the Director to “…authorise the installation and maintenance of a traffic sign that does not comply with this rule.” A non-compliant sign can be approved either as a trial or as a permanent sign. Justification would need to be provided that a suitable compliant solution is not available, and that the proposed non-compliant solution provides an appropriate level of safety.

3.26. This option is similar to one suggested by a resident during consultation, but is significantly different to the one presented to residents. If this option were to proceed, further consultation on this option would be required to gauge the response of residents.

3.27. Feedback from the Board briefing indicated a level of unease regarding how well this option would be understood by drivers.

**Option 3 Move Access to Midpoint of Curve, Provide Flush Median for Turning (Recommended Option)**

3.28. This option is shown in Figure 3 A drawing of the layout is included as Attachment i. It would require significant widening of the curve to achieve a flush median. It is similar to the option which was presented to residents in the consultation process, but with the following changes to address issues which were raised during consultation:

- A short central flush median has been added to allow a protected area for vehicles waiting to turn right into the access. This clearly delineates between the area for turning vehicles, and for through vehicles, and addresses a concern that was raised that insufficient stopping sight distance was available for through vehicles approaching a turning vehicle

- No parking has been provided. This reflects the majority (albeit small) of respondents who requested no parking be provided.

3.29. Following the Board briefing on 8th November, the design of this option has been reviewed, and test pits dug to confirm metal depths on the outside of the curve. This has confirmed the existence of an existing metal course on the outside of the curve, in the area to be widened.

3.30. The estimate has been refined based on the revised layout and metal course information, resulting in a reduction in estimated cost of approximately $40,000, giving a new estimated cost of $170,000 to $200,000
Option 3 Assessment

<table>
<thead>
<tr>
<th>Estimated Cost: $170,000 to $200,000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pros</strong></td>
</tr>
</tbody>
</table>
| • Addresses sight distance between vehicles turning into the access and those eastbound on Carrs Road  
• Addresses sight distance for through vehicles on Cones Road to Carrs Road | • High cost  
• Limits ability to load and unload in the intersection area. |

3.31. An option of removing the hedge on the property on the western side of the intersection was also considered. This option was discarded for the following reasons:

- The hedge is on private property.
- In order to achieve adequate sight distance at the existing eastern access, an area of approximately 600m² on the inside of the curve would need to be kept clear of obstructions. This land would need to be acquired by Council to ensure it was kept clear of obstructions.
- The new property boundary would be approximately 8.5m from the house at its closest point. This compares with 17m currently. This is likely to have a significant effect on the amenity of the property.

Option 3a Similar to Option 3 - but No Flush Median

3.32. This option was suggested at the Board briefing on 8th November due to concerns about the estimated cost of option 3. It is similar to option 3, but with no flush median for
turning vehicles. All other things being equal, the removal of the flush median should reduce, or even eliminate the need for seal widening around the outside of the curve.

3.33. Standard Drawing 261 of Council’s Engineering Code of Practice (Attachment ii) is Council’s minimum standard for a rural “T” intersection. It requires widening at “T” intersections to allow some room for through vehicles to pass a turning vehicle. This results in a minimum through road carriageway width (edgeline to edgeline) of 9.7m.

3.34. Option 3 requires a carriageway width of 9.8m. This is made up of two 3.5m wide through lanes (one in each direction) plus a 2.8m wide flush median. It is considered that any cost savings of option 3a when compared with option 3 are likely to be small.

3.35. Construction of an intersection which does not meet the minimum standards of Council’s Engineering Code of Practice is not recommended, particularly in this situation where limited sight distance for through vehicles increases the risk of a turning vehicle being hit from behind by a through vehicle.

3.36. The assessment of option 3a therefore assumes compliance with the width of Standard Drawing 261.

Option 3a Assessment

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<tr>
<td>• Addresses sight distance between vehicles turning into the access and those eastbound on Carrs Road</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

3.37. Based on the assessments above, Option 3 is the preferred option.

3.38. The Management Team/CEO has reviewed this report and supports the recommendations.

Reduced speed limit

3.39. Reducing the speed limit on this section of road was suggested at the Board meeting. The new Speed Limit Setting Rule (effective from September 2017) governs the setting of speed limits. It recommends that Road Controlling Authorities (such as Council) carry out a comprehensive review of speed limits in their jurisdiction. Staff are therefore preparing a programme for a District wide speed limit review, which will include roads like Cones and Carrs Roads. This programme will be presented to Community Boards and Council early in 2018.

4. COMMUNITY VIEWS

4.1. Owners and occupants of properties on Cones Road north of the intersection, and along the right of way to the east of the intersection (that is all those who turn off the sealed main road at this intersection) were consulted with. They were sent a concept plan and a letter which included a series of questions to start discussion. Copies of the plan and letter are included as Attachments ii and iii.

4.2. Seven responses were received. Responses have been recorded verbatim. The collated responses are included as attachment iv. Attachment v is an additional sheet of two extensive responses to question 7 (Do you have any other comments?)
4.3. The responses to questions 1 to 5 are summarised below:

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Does the Intersection need to be changed</td>
<td>4</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>2. Does the proposed intersection layout improve safety at the intersection?</td>
<td>3</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>3. Does the proposed intersection layout provide suitable access to your property?</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>4. Are there any alternative layouts that would provide better access?</td>
<td>5</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>5. Should parking be provided at the intersection?</td>
<td>3</td>
<td>4</td>
<td>-</td>
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</table>

4.4. **Question 6** asked if either or both of the parking options (A or B) were suitable. The responses to that question are as follows:

<table>
<thead>
<tr>
<th>Option</th>
<th>Suitable</th>
<th>Not Suitable</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>B</td>
<td>2</td>
<td>4</td>
</tr>
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4.5. All respondents answered this question. The recorded responses do not total to 7 because some respondents only referred to one or other of the options.

4.6. **Question 7** asked for additional comments. Two respondents provided extensive additional comments on separate sheets. These comments are included as Attachment v.

4.7. Some broad themes were identified in the additional comments. These are discussed below:

**Parking**

4.8. As noted above, the responses to the specific questions on parking were mixed. Three agreed with providing parking. Four disagreed. Of those who agreed with providing parking, two currently park heavy vehicles or machinery in the gravel area.

4.9. The respondent who parks business tractors on site does so “…as they are too large to bring on to the property.” The area of this property is 1.9ha.

4.10. The third supported parking for cars only.

4.11. One of those who did not support parking, did however, appear to support the current ability to load and unload large vehicles at the intersection to "…compensate for the substandard road conditions north of the intersection."

4.12. The current parking of heavy vehicles and equipment at the intersection takes advantage of the large area of road reserve available as a result of previous realignment of the intersection, and enables vehicles to be parked clear of the road carriageway. The area to the south west of the intersection is zoned Residential 4B. All other land around the intersection is zoned Rural. Properties adjacent to this intersection are therefore considered large enough to accommodate heavy vehicles and farm machinery.

4.13. Whilst parking on rural roads is not prohibited, rural roads are generally not considered appropriate for sustained and regular parking. It is also not generally considered Council’s responsibility to provide storage facilities for commercial vehicles and machinery.
4.14. One resident noted that this area is used as a point to meet prior to car pooling. Consequently vehicles sometimes park here all day.

4.15. A more formal parking area is provided at the Cones Road / Dixons Road intersection. This would be more suitable for this.

Intersection Safety

4.16. One respondent indicated that they had no problem with the intersection. Another considered that the only problem with the intersection was that there was no room for a through vehicle northbound on Cones Road towards Carrs Road to pass a vehicle slowed or stopped to cross into the northern part of Cones Road. This resulted in a risk of being rear ended. Their solution was to provide a turning bay for vehicles crossing into the northern part of Cones Road.

4.17. As noted above, the crossing point does not provide the minimum sight distances recommended in Austroads. This indicates that there is a significant risk of vehicles being unable to stop for a vehicle crossing their path. There is, however, ample visibility for northbound vehicles on Cones Road to see a vehicle in front of them slowing and stopping to turn.

4.18. There are numerous other intersections throughout the district which have no space for through vehicles to pass on the inside of turning vehicles. Many of these intersections have larger turning and through volumes than this intersection. Providing turning bays or passing opportunities at these intersections would take precedence over work at this intersection if the lack of these facilities was the only issue here.

School Bus

4.19. Two respondents indicated that a school bus picks up pupils at this intersection.

4.20. A telephone conversation with Torlesse Travel (school bus operator) indicated that currently there is no school bus pick up at this intersection. The school bus picks up and drops off between Leith Drive and Fergus Road. This location may change in the future, as older pupils move on, and younger ones start school.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. There is funding available in the minor improvements budget to cover this project. This project will be eligible for NZTA funding (51%).

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

6.2.1. There is a safe environment for all:

- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

6.2.2. Transport is accessible, convenient, reliable, affordable and sustainable
• The standard of our District's roads is keeping pace with increasing traffic numbers

Bill Rice
Senior Transport Engineer
NOTES:
1) Where heavy vehicles make a significant proportion of the left-turning traffic, the entry
   width will need to be reviewed.
2) Where side road volumes are less than AADT 50 or heavy vehicles less than 4 per day,
   then kerb & channel may be replaced with an additional 1.0m width of seal.

SEAL BACK 70m MIN FROM
INTERSECTION

TAPE BACK TO MATCH EXISTING
ROAD SURFACES (BOTH SIDES)

CONTINUE CENTERLINES AND EDGELINES
BACK 50m FROM INTERSECTION

100mm SOLID EDGE LINE

200mm CONTINUITY LINE

5.0m MIN

4.0m MIN

15m RADIUS ON ALL CORNERS

MOUNTABLE KERB & CHANNEL

CONTROL SIGNS AS REQUIRED

20m

40m
Carrs Rd / Cones Rd Intersection Visibility Distance

Concept Plan

LEGEND
- Seal Widening
- Grass Berm Extension
- Possible Car Parking Area

SCALE 1:1
0 40
SCALE 1:1
0 20

EXISTING CENTRELINE

EXISTING GRASS BERM

EXISTING HEDGE

Proposed New Centreline

Proposed New Edgeline

Access To Cones Rd To Be Constructed And Chip Sealed To 25m From Edge Of Seal

Possible Car Parking Area

FOR APPROVAL
NOT FOR CONSTRUCTION

WAIMAKARIRI DISTRICT COUNCIL

Carrs Rd

Cones Rd

PLOT DATE: 21/08/2017
FILE: S:\PDU\PDU JOBS\PD000300-399\PD000353 - STRUCTURAL & CORRIDOR MAINTENANCE - PROFESSIONAL FEES\CARRS RD_CONES RD INTERSECTION_VISIBILITY.DWG

FOR APPROVAL

A3
Our Reference: 170818089619

17th August 2017

Property Owners and Residents
Cones Road, North of Carrs Road

Dear Property Owner or Resident

Re Carrs Road / Cones Road Intersection Changes

Following reports of near misses at the Carrs Road / Cones Road intersection, Council has reviewed the layout of the intersection. Sight distances have been measured, and operating speeds of vehicles on the curve have been surveyed. This review has confirmed that the sight distances for vehicles entering the northern part of Cones Road do not meet current standards.

The provision of safe sight distance at the intersection is being considered separately to any works on Cones Road associated with the possible walkway on road reserve north of Cones Road. However, if parking associated with the walkway is considered desirable at this location, then its construction could be incorporated with intersection improvements.

A preferred option to address the sight distance at the intersection has been developed. A sketch drawing of this option is attached. The following measures are proposed at the access:

- Replace both the current accesses with a single access more or less central on the curve;
- Seal the new access for a distance of approximately 25m;
- Widen the curve, and shift the centreline towards the north east;
- Grass over the existing accesses.

These features will provide adequate sight distance for drivers turning right into Cones Road, and allow following vehicles to pass on the inside of a turning vehicle. In addition, two indicative locations for parking have been shown.

We are seeking feedback from residents and property owners on Cones Road to the north of Carrs Road. Refer to the attached questions for "conversation starters". Please reply by either phone, email, or letter by Thursday 30th August 2017. My contact details are:

Phone: 03 311 8902
Mobile: 022 067 7492
Email: Bill.Rice@wmk.govt.nz
Mail: Private Bag 1005, Rangiora

I am happy to meet to discuss the intersection. Feel free to contact me to organise a time.

Yours Sincerely

Bill Rice
Senior Transport Engineer
Carrs Road / Cones Road Intersection Conversation Starters

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</tr>
<tr>
<td>7.</td>
<td>Do you have any other comments?</td>
</tr>
</tbody>
</table>

An electronic copy of these questions is available. Please email Bill.Rice@wmk.govt.nz.
### Carrs Road Cones Road Intersection Changes Feedback Responses August 2017

<table>
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<th>7. Do you have any other comments?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes, turning to Cones Road is a dangerous business</td>
<td>Yes but reduced speed signs need to be installed on Carrs Road</td>
<td>Yes</td>
<td>Limited to cars only, not large carrier and cattle trucks as is currently the case. They move round the area, turning it into a muddy mess.</td>
<td>Yes</td>
<td>Make sure the proposed parking suits cars only as currently it has become the overnight and weekend parking reserve for large trucks - up to five on some occasions. We cannot easily access our mail boxes and they block our view of Cones Road when coming out of our right of way - very dangerous.</td>
<td></td>
</tr>
<tr>
<td>I park my business tractors on the road frontage of my property. They are parked there as they are too large to bring on to the property</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>This is where you hope to build Parking number A</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>It is better, but will need to have a dedicated turning lane into it so you can safely stop and see around the blind spot caused from the hedge.</td>
<td>Yes</td>
<td>As long as it is wide enough to have a separate turning lane and removing all blind spot front and rear it should work.</td>
<td>No, it will cause congestion at the intersection causing blind spots and it is bad enough now with the trucks using it as a truck stop and parking over night.</td>
<td>No</td>
<td>The easy fix would be taking down the hedge, as there was no problem before with seeing oncoming traffic, but a turning lane with increased vision front and rear will be better than what is there at the moment and signage of the lay out a distance from the corner warning of turning traffic,</td>
</tr>
<tr>
<td>Yes, it is extremely unsafe. There has been at least one accident at this intersection this year – a car ‘missed’ the corner and crashed through the road sign and ended in the ditch. Police were informed and the road sign repaired.</td>
<td>No, the parking areas will be used by heavy vehicles - causing greater obstruction to visibility. Additionally, the main movement at this intersection is right-in and left-out. However it appears that a northbound driver will only be able to see a vehicle waiting in the centre of the road for 65m in front of them.</td>
<td>I CAN access my property, however it is unsafe and therefore unsuitable.</td>
<td>Yes, happy to discuss.</td>
<td>No. There is no demand for resident parking. Residents were additionally reassured by Ken Stevenson at the first community board meeting that the proposed Cones Road Walkway parking would not be provided here but at the Dixons/ Cones road intersection.</td>
<td>No. Parking area B in particular will cause me significant loss of amenity.</td>
<td>Refer to Additional Sheet</td>
</tr>
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<tr>
<td>Don't have a problem with it, but can see how it could work</td>
<td>Won't alter how people drive along this part of the road. Their placement on the road and speed cannot be watched at all times.</td>
<td>Not relevant.</td>
<td>Cones Road to be widened with a separate turning lane/area, but aware this is ridiculous cost for the number of vehicles that would use it.</td>
<td>As being a family of truck drivers who often bring their vehicle homes, yes. We would park outside our property or on the road opposite but the area is more often than not too wet and unstable, causing vehicles to get stuck. Also more of a hazard if they were parked on the roadside. A local farmer also parks his farm vehicles here. Have parked at the corner of Dixons Rd/Cones Rd, but this area is too often filled with local hoons and the vehicles get tampered with.</td>
<td>Probably too small per the above answer to question 5.</td>
<td>The intersection is not a major problem. People just need to use common sense and patience</td>
</tr>
<tr>
<td>No, however the Cones Rd approach from the South needs to be double laned on the western side for a short length. The problems is that traffic stopped to travel straight ahead (notional turn right across the center line) block vehicles turning left through the intersection into Carrs Rd,</td>
<td>No it results a significant reduction in safety in a number of areas.</td>
<td>No. The proposed layout is likely to result in increased difficulty accessing my property. This refers to contractors hired for hay making, earthworks or other activities. The proposed layout will restrict their access, reduce the ability to load and unload feed (hay) and load and unload construction equipment, excavators etc as Cones Rd is narrow, uneven and has with no turning areas. Consequently the area behind the letter boxes serves as an important transfer area for the local community.</td>
<td>Yes, as stated above the reason the intersection is regarded as unsafe by residents and other users is that the Cones Rd approach, from the South, is only single lane-single car width. If a driver is planning to cross the center line (North Cones Rd) and they have a vehicle closely following behind, then they are pressured into either trying to accelerate across the intersection (which doesn't allow for safe checking for oncoming traffic) or to drive past the intersection and then try to execute a &quot;U&quot; turn to get back. The answer is clear, simple and cheap - create an inside turning lane for Carrs Rd so that straight ahead traffic (on Cones Rd) can stop and not be rear-ended.</td>
<td>No. Designated parking areas as shown in the proposed plan would be a backward step. NZ Post will not allow its contractors (Rural Post) to deliver into a designated car park so this would likely mean moving the post boxes away greatly inconveniencing residents. Also at a recent community board meeting to consider the development of a possible walking track from Cones Rd to Boundary Rd council staff gave assurances that car parking would not be designated in this area. To do so would be going back on council staff assurances. Currently a local resident does park his work vehicle on part of the verge in this area over night. On August 9th 2017 there was some mild outrage over three trucks parking in this</td>
<td>See item 5. Neither are suitable and implementing them would be in direct contradiction of assurances given by Ken Stephenson at public community board meetings.</td>
<td>Refer to Additional Sheet</td>
</tr>
<tr>
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</tr>
<tr>
<td>Yes: 4</td>
<td>Yes: 3</td>
<td>Yes: 5</td>
<td>Yes: 3</td>
<td>Yes: 3 (1 for cars only)</td>
<td>Yes: 1</td>
<td>How about making the gravel road up the hill Cones Rd, and a Stop sign on Carrs Rd, and a Stop sign on our lane. Probably won't work, I would imagine there are a 100 vehicles on Carrs Rd, for every vehicle on this gravel road.</td>
</tr>
<tr>
<td>No: 2</td>
<td>No: 3</td>
<td>No: -</td>
<td>No: 2</td>
<td>No: 4</td>
<td>No: 5</td>
<td></td>
</tr>
<tr>
<td>Not Answered: 1</td>
<td>Not Answered: 1</td>
<td>Not Answered: 2</td>
<td>Not Relevant: -</td>
<td>Not Answered: -</td>
<td>Not Answered: 1</td>
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<tr>
<td>Not Relevant: -</td>
<td>Not Relevant: -</td>
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<td>Not Relevant: -</td>
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</tr>
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</table>

Note: Given is a rural setting I do not consider this onerous.
Additional Comments from Respondent 4:

1. There is no demand for resident parking in this area, and so I presume that the parking shown is intended for users of the walkway. I raised my concerns regarding this matter with Mr Stevenson at the public meeting for the walkway and was given an assurance that there would be no formal parking provided in this location for the walkway. Rather, Mr Stevenson said that it would be provided at the Cones Road / Dixons Road (north) intersection.

2. No area has been shown for the mailboxes. There needs to be an area where residents can pull up safely in their vehicle without fear of being struck by a passing vehicle – however I am not clear that this can be added into the layout easily. I am also concerned that my mail will not be secure from theft and interference.

3. There appears to be no safe provision for the rural school bus service to drop off/ pick up schoolchildren - which it currently does on this wide shoulder.

4. Parking Area B is just 30m from my bedroom. Vehicles parking late in the evening or overnight will create a significant nuisance and loss of amenity for me.

5. In your proposed plan, the headlights of all vehicles turning into Harris lane (from the North and South) will point directly into my bedroom window. Further, every vehicle turning into parking space B will have headlights pointing directly into my bedroom. This is of particular concern to me as the heavy vehicles currently parking each day, or overnight in the wide shoulder, are moved in and out (or left idling whilst the engines are warmed) at antisocial hours.

6. The main movement at this intersection is right-in and left-out. However it appears that a northbound driver will only be able to see a vehicle waiting in the centre of the road for 65m in front of them. Your letter says that the proposed arrangement will provide adequate sight distances for drivers turning right but makes no mention that 65m is not enough for a northbound driver to see a vehicle stopped in front of them and to then take avoiding action.

7. The area around the intersection is used for heavy vehicle parking both overnight (every night) and during the day (particularly at weekends). I appreciate that the Council does not need to provide for this (and in any case I would like this to be removed due to the noise that it creates for me) but the grass berm extension areas will create areas for trucks to park. In turn this means that the sight distances for vehicles turning onto Cones Road will be blocked. Please therefore allow for wooden post and rail fencing around the grass berm areas or some other deterrent such as landscaping (like that provided at the Cones Road / Dixons Road (south) intersection to prevent this from occurring. I have attached examples of heavy vehicle parking.
Additional Comments from Respondent 6:

1. The area behind the letter boxes is used by local school bus operators for the pick up and let down of children because it is safe. The proposed changes will most likely force this operation elsewhere to a potentially less safe place. While the idea of widening the road to three lanes, one south bound, one turning and one north bound appears good on paper the fact that the turning point is moved to the center of the intersection risks north bound traffic not seeing stopped vehicles in time to evade. The proposed turning point will be subject to significantly increase risk of drive sun strike on most afternoons (trying to look up Carrs Rd than drivers stopped at the current Copnes Rd north bound lane. As stated above the spare land area north of the letter boxes provides local residents with a safe and necessary unloading zone to compensate for the substandard road conditions north of the intersection. The proposed plans would destroy this amenity.

2. As you will have picked up from our discussions there is a lot of passion locally on safety issues and a real concern that any money spent does actually provide a complete and permanent resolution to the intersection safety issues.

3. I would like to re-affirm in writing that I believe the most cost effective and technically complete for this problem corner is set out below:

   My solution involves minor widening and re-aligning of Cones Road where it transitions into the existing curve towards Carrs Rd to create a safe turning lane/bay (for straight ahead traffic) and a minimal inside lane for left turning traffic (proceeding along Carrs Road).

   The current line of sight safety issues, with the existing curved corner, can be fully satisfied by mounting a solar powered microwave sensor pointing up Carrs Road to monitor the speed and distance of any approaching vehicle from Carrs Rd. The microwave Sensor and display can both be mounted on the exiting "grassed" island by the letter boxes which will require minimal capital outlay or construction work to erect.

   The micro wave speed detection unit to feed into a roadside LED display (on the same traffic island pointing south along Cones Road) to warn turning vehicles of hidden traffic on Carrs Rd and its approaching speed. The south facing display to be programmed with a flashing display to read: "Hidden Traffic Approaching - Speed xy kph" or similar.

   As stated above the ideal safety implementation will also incorporate a widened strip of roadway to allow left turning vehicles to pass on the inside of any vehicles continuing straight ahead on Cones Road.
1. SUMMARY

1.1. The purpose of this report is to present the Rangiora - Ashley Community Board with a proposed planting plan for the replacement of street trees in Wiltshire Court, Rangiora.

1.2. Several requests have been received over past years from various residents to remove the existing street trees and replace them with an alternate, lower growing species.

1.3. Two reports were presented to the Board in late 2016 (Trim 160428038061 and 160428037797) detailing the issues with the trees raised by residents. The Board at that time resolved that staff should call a meeting of all residents to discuss the matter and report back to the Board with a proposed tree replacement plan bearing in mind the results of consultation carried out with residents.

1.4. This report proposes that the Rangiora - Ashley Community Board approves the removal of the existing street trees and planting replacement trees within the street.

Attachments:

i. Proposed Tree Planting Plan for Wiltshire Court

2. RECOMMENDATION

THAT the Rangiora - Ashley Community Board:

(a) Receives report No. 171201130524

(b) Approves the removal of the remaining seven Council owned street trees within Wiltshire Court as detailed on the attached plan for a cost of approximately $7900

(c) Approves the planting of an appropriate species of Cherry Trees in the locations detailed on the attached plan.
Notes that the removal of the trees is not consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees and Council’s Streets and Reserves Tree Policy S-CP4535

3. ISSUES AND OPTIONS

3.1. In May 2016 two residents from 7a and 25 Wiltshire Courts requested that the two street trees outside their residences were removed for various reasons. Staff presented individual reports for each tree to the Board at that time (Trim 160428038061 and 160428037797) detailing the issues and recommending that the tree outside 7a be retained and the tree outside 25 be removed.

3.2. The Board considered both reports individually and resolved to retain both trees but amended the recommended resolution when considering the tree outside number 25 by requesting a report on a planting programme at Wiltshire court. At the time staff clarified the purpose of the report was to address the condition of the existing trees and recommend a way forward which included recommendations on the future of the existing trees and planting additional trees in the street.

3.3. In late September 2016 staff invited all residents of Wiltshire Court to a street meeting to discuss the trees with a view to determining their feelings on the current trees and a preference of replacement species should the Board resolve to remove the trees in the future. It should be noted that residents of the Wiltshire Retirement Village were also invited as well as comment sought from management of the village. No residents of the village identified themselves at the meeting and there was no Village management representative in attendance or comment received from them on the trees.

3.4. Twenty four residents attended the meeting and a general discussion was held on the situation as it stood at the time and a preference for the future of the trees. Staff advised the residents of the outcome of the two tree removal requests and sought the residents views on the future of the existing trees. Of the 24 residents in attendance 19 expressed a view by show of hands that the existing trees were unsuitable and should be removed to allow a more visually attractive species to be planted. Several residents expressed a desire that the street be planted in a single species and the predominant feeling amongst those residents in attendance was that a suitable cherry species would be desirable.

3.5. The invitation to the meeting included several suggested species of replacement tree including additional Sweet Gums (Liquidambar styraciflua), Honey Locust (Gleditsia triacanthos) Sunburst, Box Elder (Acer negundo) and Hornbeam (carpinus). Staff also presented these options to the residents at the meeting and there was a general expression of concern that these trees would grow too large for the street and possibly create more issues in the long term. Most residents expressed a desire for lower growing, flowering species. Staff advised those in attendance that they were free to provide additional suggestions of species and could contact staff directly either by email or phone but there was no further suggestions made following the meeting. The general feeling of those at the meeting was that they did not want street trees that would form a large canopy or a boulevard effect over time and would prefer to have smaller flowering trees that still allow a large amount of sunlight into houses and along the street frontage.

3.6. The current trees in Wiltshire Court are a mix of Pin Oaks, Ash Trees and American Sweetgums. Originally there appears to have been a total of 11 street trees planted on the southern side and western end of the street. Over the years a number of trees have been removed for various reasons and staff have been advised by long term residents that when trees have failed some have been replaced and some have not. It should be noted that here is very little room on the northern side of the street to plant trees owing to the road
and berm layout. Trees that appear to be street trees are actually planted inside the retirement village boundary and are maintained by them.

3.7. There are seven Council owned trees remaining in the street. Three of these trees are creating issues which includes damage to kerb and channel which in turn creates roadside flooding issues, damage to driveways inside properties, roots lifting footpaths and reports of root intrusions into residents garden and lawns. Residents also expressed concerns about low hanging branches making it difficult for older residents including those from the retirement village to use the footpaths although staff have not observed any low branch issues.

3.8. It should be noted that the tree outside number 25 appears to have suffered root damage in the berm at some time in the past year and has now deteriorated to such an extent that it needs to be removed. The tree has been assessed by council’s contract arborists and is considered safe for now, however, it will need to be removed in the near future regardless of the outcome of the Boards consideration of this report.

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

3.9.1. Allow the existing trees to remain in their current state (with appropriate future maintenance to maintain their shape) and mitigate any issues on an ongoing basis. This is not the preferred option.

3.9.2. Retain the existing trees within the street and plant additional trees to replace those that have previously been removed. This option would also include the replacement of the existing trees with the same species of Cherry should they be trees be removed in the future. This is not the preferred option as it does not address the concerns of residents with the existing trees or the material damage that some trees have done to the Council owned infrastructure.

3.9.3. Remove the existing trees entirely and replace them with a suitable species of Cherry Tree as requested by the majority of residents who attended the street meeting. This is the preferred option.

3.10. Staff recommend the preferred option (remove the current trees and replace with a suitable species of Cherry Tree) for the following reasons:

3.10.1. Staff currently have three requests for the removal of individual street trees from residents at numbers 7a, 9a and 25.

3.10.1.1. The resident of 7a reports that the tree creates shading and leaf fall issues for his property as well as root intrusions which have previously damaged a garden path within the property. This tree was a replacement for a previous tree that had failed, and the resident has advised that it has been planted in a different location and is effecting his property now that it has grown larger. Shade and leaf fall is not usually considered reasons to remove a healthy tree. However, staff believe that the benefits to the residents and streetscape to be gained by the street being planted in a consistent species outweigh the loss of this tree. In normal circumstances staff would recommend that a mixture of species be planted in a street as this prevents the loss of entire tree stock should a biological infection attack a specific species but in this case the risk is considered minimal in terms of the wider district as Wiltshire Court is a closed cul-de-sac which only services residents.

3.10.1.2. The resident of 9a has reported that the tree outside the property has developed to a size where it is creating shading issues and it has also damaged the roadside kerb and channel to the extent that local flooding
occurs in high rainfall events. Shading in itself is not considered reason to remove a healthy tree but the damaged kerb does not allow storm water to reach the roadside sump and this forces the water into the property creating flooding issues in medium to heavy rain events at the front of the house where there is a large sealed area. The kerb and channel requires replacement by Councils’ roading contractor. However, in order to be able to replace the kerb and channel, a significant amount of root material will need to be removed from the back of the existing kerb so that correct levels can be achieved to ensure water can reach the roadside sump further along the channel. There is the possibility that removal of root material to carry out the works will make the tree unstable in high wind events and lead to it failing in the future. Removal of the roots will also make the tree susceptible to infection and the effects of the works may not be evident for several years.

3.10.1.3. As detailed previously the tree outside number 25 has deteriorated to the extent where it is required to be removed in the near future. With this tree having to be removed regardless of the outcome of the Board’s considerations there will only be six street trees remaining.

3.10.1.4. Council’s Streets and Reserves Tree Policy S-CP4535 and Standard Operating Procedures as detailed in Section 6 of this report defines circumstances where trees may be removed and it is normal practice that staff do not recommend the removal of street trees unless the specific circumstances of the situation are extraordinary. Staff believe that in this situation the removal the existing trees presents an opportunity to enhance the streetscape of Wiltshire Court and provide an additional level of amenity within the street that could not be achieved by retaining the existing trees. As there will be only six trees left once the tree outside number 25 is removed and two of those are creating issues the opportunity to replant the entire street with new trees will, over time, provide a streetscape that suits the expressed desires of the residents, allows more trees at a consistent spacing and improve the visual appeal of the street. While the current trees are mainly larger specimens the planting of additional trees will provide more amenity to the residents and cumulative benefits to the environment as they mature. As Wiltshire Court is a cul-de-sac and only services the residents of the street there are no effects on the amenity provided to the wider area in terms of visual benefits. Staff believe that the benefits gained by removing and replanting the entire street will, in time, more than outweigh the loss of the existing trees and allow the issues they create to be addressed.

4. **COMMUNITY VIEWS**

4.1. A consultation flyer and feedback form was delivered to all residents of Wiltshire Court asking their views on either removing or retaining the existing trees and providing feedback on the suggested species for replanting should the trees be removed. The flyer also invited residents to a street meeting held on site to discuss the various options available. There were 24 residents in attendance and following presentations by staff and a general discussion of the issues a general consensus was formed that the existing trees should be removed and an alternate species planted in their place. When attendees where specifically asked if anyone wanted the existing trees to be retained there was no indication from anyone that supported their retention. It was also determined that residents would prefer to have additional trees planted where possible. Staff had previously made several suggestions of possible species but a poll was held amongst the meeting
attendees and 19 of the 24 attendees indicated that they would prefer a single species of Cherry Tree be planted throughout the street. Residents were also given the opportunity to provide additional feedback to staff following the meeting but no responses or suggested alternate species were received.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. **Option 1: Allow the existing trees to remain in their current state.** There is no additional cost to council. It should be noted that the tree outside number 25 will still need to be removed and while there is a cost for this it is considered an operational matter and will be funded from the Streets and Reserves Tree Maintenance budget as normal should this option be resolved by the Board. This is not the preferred option.

5.2. **Option 2: Retain the existing trees within the street and plant additional trees** to replace those that have previously been removed. There would be a cost of $3150 for this option which would be funded from the Streets and Reserves Tree Maintenance budget. This is not the preferred option.

5.3. **Option 3: Remove the existing trees entirely and replace them with a suitable species of Cherry Tree.** There would be a cost of $7900 which would be funded from the Streets and Reserves 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 as copied below 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 authority to determine the future of Council owned trees within the ward.

6.4 Quality Systems and Policy

6.4.1 Street and Reserves Tree Policy S-CP4535

Council’s Street and Reserve Tree Policy Section 4.4 details the circumstances where Council owned trees may be removed as follows:

4.4 Removal of Street Trees

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.

6.4.2 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 Kaiapoi Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Kaiapoi.

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 the Blue Arizonica Cypress (*Cupressus arizonica*) shelterbelt situated along a 200m length of Dudley Park’s western boundary adjacent to White Street, Rangiora.

1.2. The shelterbelt has been assessed as being in very poor condition. There is significant deadwood, defoliated branches and minimal growth particularly around the lower part of the shelterbelt. It does little to enhance the streetscape or visual amenity of the Park and has a limited useful life expectancy.

1.3. Public consultation was carried out using hand delivered notices to White Street residents within the vicinity of the shelterbelt as well as contact with local sports group representatives who utilise Dudley Park throughout the various seasons. A notice was also placed on the Council’s Facebook page and local newspaper adverts asking for comment on the proposed removal.

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

Attachments:

i. Photographs of the existing shelterbelt adjacent to White Street, Rangiora.

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. CPR-04-21-22.03/ TRIM 171123127317

(b) Notes that the removal of the shelterbelt is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees and Sports and Recreation (Reserves Management Plan 2015) policies.

(c) Approves the removal of the 200m length of Blue Arizonica Cypress shelterbelt which form part of the Dudley Park western boundary adjacent to White Street.
(d) **Notes** that a bollard and chain fence will be installed once the shelterbelt is removed.

3. **ISSUES AND OPTIONS**

3.1. Following Waimakariri District Council’s Greenspace Team validation of Parks/Reserve assets, officers have requested the removal of a 200m section of Blue Arizona Cypress (*Cupressus arizonica*) shelterbelt situated along the western boundary of Dudley Park adjacent to White Street, Rangiora. The traditional shelterbelt is exhibiting continued signs of decline, with deadwood, defoliated branches and poor aesthetic appeal.

3.2. Listed below is a summary of the reasons that Council officers have given for requesting the removal of the shelterbelt:

3.2.1. It is believed the Cypress shelter belt was planted to provide both wind protection and screening for users of Dudley Park. The shelterbelt provided good wind protection and screening for a number of years but over the last 10 years or so has shown signs of decline with reduced wind and screening benefits due to the open structure.

3.2.2. The shelterbelt has been routinely trimmed to prevent excessive encroachment both into the Park and White Street footpath. The maintenance entailed trimming both the top and sides of the shelterbelt. With installation of the Park and Ride service at White Street and a new section of path, the shelterbelt required significant trimming on its west side to facilitate the works. The trimming may have contributed to its poor aesthetic appeal and loss of condition, but ultimately the shelterbelt is in declining health with a limited useful life expectancy.

3.2.3. The shelterbelt has multiple dead branches with defoliation within the lower two thirds of its structure. The remaining top third of the shelterbelt has visible active growth, but the lower sections are effectively dead with no regrowth present or likely in the future. This presents a shelterbelt which is effectively two thirds dead, with branches that will continue to decay, be susceptible to failure and provide reduced wind protection to users of Dudley Park through its open structure.

3.2.4. Aesthetically the shelterbelt is very poor. Dudley Park is one of Rangiora’s premier Parks with high annual usage by both local community groups, visitors and organised sport groups. The shelterbelt detracts from the aesthetic appeal of the locality and with existing succession planted trees located directly to the east of the shelterbelt, its removal would be mitigated by the existing trees located within the Park setting.

3.2.5. In accordance with the principles of CPTED (Crime Prevention through Environmental Design), the proposed removal of the shelter belt would overlap the following principles, notably;

(i) **Surveillance** – people are present and can see what is going on. Good visibility, sightlines and casual surveillance provide increased security. Opportunities for surveillance from adjacent buildings are maximised and concealment spots are eliminated.

(ii) **Access management** – methods are used to attract people and vehicles to some place and restrict them from others. Clear routes are provided for people and movement safety is maximised especially after dark. Safe access is provided between key destinations and entrapment spots eliminated.

(iii) **Territorial reinforcement** – clear boundaries encourage community ‘ownership’ of the space. Elements that delineate ownership boundaries are well designed and do
not restrict visibility. Boundaries between these spaces are appropriately indicated eg boundary bollards, to support their intended use.

(iv) Quality environments – good quality, well maintained places attract people and support surveillance. Care is taken to create good quality public areas, with practical materials and fixtures which are vandal resistant. Design and layout support management and maintenance of whole site.

3.3. The shelterbelt has been assessed by a qualified arborist and was found to be in very poor health, with the closely planted trees defined as a group planting to provide wind protection and screening between White Street and Dudley Park. There is no suggestion that the shelterbelt provides an immediate risk to members of the public due to its managed size and form. Through periodic maintenance, risks of failure have been markedly reduced but branch weakness does exist through the processes of natural wood decay and there are no practical or viable aboricultural practices that would improve the aesthetic appeal of the shelterbelt or rectify its continuing decline.

3.4. The context of the site has been considered in the proposed removal of the shelterbelt with no replacement planting. Removal of the shelterbelt would be mitigated in some part by the well established trees directly to the east. These trees were planted in the past as succession planting and have grown well along the length of the shelterbelt. Both individually and as a group, the established trees provide wind protection, amenity and landscape value. With removal of the shelterbelt, the growing environment for these trees would improve with increased availability of moisture and nutrients.

3.5. Consultation feedback has identified that replacement planting of the shelterbelt is the favourable option. This could be done, however for the following reasons council staff are recommending no replacement.

3.6. With shelterbelt removal and no replacement planting, the western boundary of the Park would become more open. This provides both visual benefits with filtered views into and from the Park, with added benefits of improved security and the principles of CPTED.

3.7. Consideration as to the cost of replanting with a new shelterbelt and its ongoing maintenance is a factor. Establishing shelterbelts, albeit species specific in close proximity to larger trees with established root systems can be difficult. The ability of young planting to compete with established trees in terms of nutrient and moisture uptake in order to thrive well should be considered. A new shelterbelt would require careful aftercare management, with programmed watering and monitoring. This would be an additional cost and there would be no guarantee of successful uniform establishment.

3.8. Maintenance work has been carried out under the Councils’ Parks and Reserves Maintenance Programme to manage the shelterbelts condition. The shelterbelt will be subject to ongoing programmed maintenance and continual monitoring should it be retained.

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. The shelterbelt is not technically defined as street trees, but their location adjacent to White Street and context within Dudley Park allows them to be considered within the parameters of the Standard Operating Procedures.

3.10. The options for the future of the shelterbelt are:

3.10.1. **Option 1: Maintain the status quo**, (i.e. allow the shelterbelt to remain in its current state with appropriate future maintenance to maintain its natural form). This is not the preferred option. 1 of the 19 public written feedback...
responses received (5%) indicated a preference for not removing the shelterbelt. This is not the preferred option.

3.10.2. **Option 2: Remove the shelterbelt entirely including stumps, reinstate the ground and install timber post and cable boundary bollards to link in with the existing boundary bollards further to the south with no replacement planting of a new shelterbelt.** 18 of the 19 public written feedback responses received (95%) indicated a preference for removing the shelterbelt. Of these 19 written feedback responses, 5 (26%) indicated a preference for no replacement planting with 2 written responses making no response as to replacement planting. This is the preferred option.

3.9.3 **Option 3: Remove the shelterbelt entirely including stumps and reinstate the ground.** Discussions and decision on the future replacement planting of additional trees in Dudley Park to compliment the existing or establishment of a new shelterbelt could then take place. 11 of the 19 public feedback responses received (58%) indicated a preference for replacement planting of the shelterbelt. This is not the preferred option.

### 4. COMMUNITY VIEWS

4.1. A consultation flyer and feedback form was delivered to White Street residents within the locality of the shelterbelt. The flyer asked for views on either removing the western boundary shelterbelt or maintaining the status quo. The flyer also asked whether another shelterbelt should be replanted along the western boundary to replace it. A notice was also placed on Council’s Facebook page and advert placed in the local newspaper asking for comments on the proposed removal from members of the general public. Note that the feedback from the Council’s Facebook page.

There were 19 written responses and no verbal ones. Of the 19 public written replies (95%) supported the removal of the shelterbelt with (26%) indicating a preference for not replacing the shelterbelt, while (95%) supported the removal of the shelterbelt with (58%) indicating a preference for replacement planting.

4.2. There were 19 written responses and no verbal ones. Of the 19 public written replies (95%) supported the removal of the shelterbelt with (26%) indicating a preference for not replacing the shelterbelt, while (95%) supported the removal of the shelterbelt with (58%) indicating a preference for replacement planting.

4.3. Local sports clubs who utilise Dudley Park were also consulted via their respective representatives and asked for their opinions on two questions posed;

1. **Removal of the shelterbelt along its entirety (including stumps) and replacement planting with appropriate new shelterbelt species;**

2. **Removal of the shelterbelt along its entirety (including stumps) with no planting, but cable/timber bollards only.**

Responses from the following were recorded as;

**Saracens Rugby Football Club** – They were not too worried either way but thought that it would be good to retain some form of shelter.

**Waimak United Football Club** – Preference given for removal of shelterbelt with no replacement planting but cable/timber bollards installed.

**Rangiora Cricket Club** – The majority of comments from the Club committee members indicated a preference for removal of the shelterbelt with replacement planting of an appropriate shelterbelt species.
5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. **Option 1:** Retain the shelterbelt in its current state and continue to monitor it for issues. Routine trimming of the top third section would be carried out to prevent excess encroachment and control its height. Should the status quo remain there is a cost of approximately $2000 every two to three years. This cost would be met from the Council’s Parks and Reserves maintenance budget. This is not the preferred option.

5.2. **Option 2:** Remove the trees and stumps entirely, reinstate the ground with grass and install a new cable/timber bollard boundary fence with no replacement shelterbelt planting. Indicative estimates for this work range from $20,000 to $25,000 which would come from the Greenspace maintenance budget. This is the preferred option.

5.3. **Option 3:** Remove the trees and stumps entirely and reinstate the ground with grass. Discussions and decision on the future replacement planting of additional trees in Dudley Park to compliment the existing or establishment of a new shelterbelt could then take place. Indicative estimates to carry out this work, with future tree and/or new shelterbelt planting (including aftercare management) range from $20,000 to $35,000, which would come from the Greenspace maintenance budget. This is not the preferred option. The reasons for this being:

i) Removal of the old shelterbelt will improve both the aesthetic appeal of the Park and the growing environment for the retained trees directly to the east. By not replanting a new shelterbelt, users of the Park and adjacent residents would have improved sight lines into/from the Park, with improved security.

ii) The retained trees would continue to provide a level of wind protection for Park users and with future new tree planting along the Park boundary, additional wind protection, structured planting and arboricultural interest could be achieved.

(iii) The establishment of a new shelterbelt has financial implications with no guarantee of successful survival rates. Competition from the established feature trees directly to the east has the potential to impact new plantings in terms of nutrient and moisture availability. Careful aftercare management would be required which would include regular watering with associated management costs.

6. **CONTEXT**

6.1 **Policy**

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

6.2 **Sport and Recreation (Reserves Management Plan 2015);**

5.9 Reserve Neighbours – The Council recognises that it needs to be a good neighbour. Council will work with land owners to balance the use and development of reserves with maintaining the amenity values they enjoy.

Expectations – Sport and Recreation Reserves will be managed according to their purpose, and to provide for community benefit and enjoyment, while considering the interests of reserve neighbours, and their ability to have reasonable enjoyment of their property.

Policies 5.9.1 – Council will work with reserve neighbours, as far as practicable, to co-operate on matters of mutual interest including;

(b) Public access;

(c) Maintenance of amenity values, landscape and vistas;
(d) Security issues/fences.

Policies 5.9.3 – Reserve boundaries abutting residential lots are generally required to have open frontages. Open frontage ranges from no fence, so that private gardens merge with the reserve landscaping; to low hedges, or fences which are low and/or permeable (with a high proportion of gap to batten) providing maximum visibility into the reserve.

8.0 Natural Values – The natural values of a reserve contribute to the enjoyment of the reserve and its value as an open space. Reserves may include natural habitats such as watercourses, wetlands and areas of planting or have trees and gardens that have functional or aesthetic values. Reserves can also contribute to a wider network of indigenous biodiversity and ecosystems.

Policies 8.1 – Trees and plantings enhance the amenity values of reserves and contribute to the local ecology and biodiversity. They are also functional, providing screening, shade, wind protection and can direct users through a reserve.

Expectations – Appropriate trees and plantings within reserves that contribute to amenity values and provide benefits to reserve users. That trees and plantings located on reserves are managed in accordance with the Waimakariri District Council Tree Policy.

Policies 8.1.1 – No person shall plant, remove, maintain, damage or destroy any tree or planting on a reserve without Council approval.

Policies 8.1.2 – Council is responsible for the planting, removal and maintenance of all trees and planting in reserves.

8.6 Shelterbelt management – Established shelterbelts often provide screening and wind protection for reserves. This is particularly beneficial for sports influenced by the wind (e.g cricket) and for spectators. Shelterbelts, while long lived, do not last forever. Planning for their maintenance and renewal is therefore important to the operating of the reserve. As well as the traditional shelter belt species, the use of native shelter hedge planting will be encouraged where it will achieve the functional objectives of a shelterbelt and the conditions and space available are appropriate. Native planting contributes to biodiversity, natural heritage, cultural and amenity values.

Expectations – Shelterbelts on reserves will be managed as an important reserve resource. Their planting, maintenance and removal will consider benefits to the reserve and reserve users.

Policies 8.6.1 – The planting, management and maintenance of shelterbelts on reserves is the responsibility of Council.

Policies 8.6.4 – Prior to the removal of any shelterbelts on reserves (excluding those removed under urgency for health and safety reasons) a succession plan will be prepared in consultation with reserve users. This plan will seek to minimise potential adverse effects on reserve users while the shelter belt is renewed.

6.3 Delegated Authority

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

Neighbourhood Reserves Management Plan 6.1 Guiding Principles:

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

District Plan Section 10.1.1.1 parts (d), (e) and (f) apply. The Plan states:

Identify notable plants that meet any of the following criteria:

a. Historical significance: The plant has value or significance associated with a notable person, event, time period or activity.

b. Cultural and spiritual significance: The plant has significant value for customary use or is important to a group for their traditional activities.

c. Botanical significance: The plant is a significant example from a scientific or botanical viewpoint.

d. Group and setting significance: The plant is part of a group that has a degree of unity in terms of scale, space, form, texture and colour in relationship to its setting or surroundings.

e. Landmark significance: The plant is an important landscape feature of a particular area and in the community consciousness.

f. Functional significance: The plant is effective in providing biological, engineering and climatic benefits to the general public, or screening

District Plan objective Policy 11.1.1.1: A utility should (a) contribute to a safe environment; (b) maintain or enhance public health

Ed Sard
Greenspace Community Assets Officer
Photographs of Dudley Park shelterbelt (western boundary) viewed from White Street
1. SUMMARY

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of a Suicide Prevention Event on Wednesday 28 February 2018</td>
<td>$500</td>
</tr>
<tr>
<td>The Lions Club of Rangiora NZ Incorporated</td>
<td>Towards the costs of two shelters to be located in the Millton Memorial Dog Park</td>
<td>$500</td>
</tr>
<tr>
<td>Loburn School</td>
<td>Towards the costs of Year 8 students participating in the William Pike Challenge Award</td>
<td>$500</td>
</tr>
<tr>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the costs of a dishwasher</td>
<td>$500</td>
</tr>
<tr>
<td>SeniorNet North Canterbury</td>
<td>Towards the costs of promoting basic computing and digital literacy courses, workshops and events offered by SeniorNet for older adults</td>
<td>$500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$2,500</strong></td>
</tr>
</tbody>
</table>

Current balance is $10,264.04

Attachments:

i. Application from the Presbyterian Support Upper South Island (Trim Nos.171128128875, 171128128876).
ii. Application from The Lions Club of Rangiora NZ Incorporated (Trim No. 171127128406).
iii. Application from Loburn School (Trim No. 171127128337).
iv. Application from Rangiora Croquet Club Inc. (Trim No. 171114123871).
v. Application from SeniorNet North Canterbury (Trim No. 171006107961).
vi. Spreadsheet showing previous two years grants.
vii. Board funding criteria 2017/2018 (Trim No. 170627066273).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 171129129571.

(b) Approves a grant of $__________ to Presbyterian Support Upper South Island towards the costs of a Suicide Prevention Event on Wednesday 28 February 2018.
OR
(c) Declines the application from Presbyterian Support Upper South Island.

(d) Approves a grant of $__________ to the Lions Club of Rangiora NZ incorporated towards the costs of two shelters to be located in the Millton Memorial Dog Park.
OR
(e) Declines the application from the Lions Club of Rangiora NZ incorporated.

(f) Approves a grant of $__________ to Loburn School towards the costs towards the costs of Year 8 students participating in the William Pike Challenge Award.
OR
(g) Declines the application from Loburn School.

(h) Approves a grant of $__________ to Rangiora Croquet Club Inc. towards the costs of a dishwasher.
OR
(i) Declines the application from Rangiora Croquet Club Inc.

(j) Approves a grant of $__________ to SeniorNet North Canterbury towards the costs of promoting basic computing and digital literacy courses, workshops and events offered by SeniorNet for older adults.
OR
(k) Declines the application from SeniorNet North Canterbury.

3. ISSUES AND OPTIONS

3.1. Presbyterian Support is seeking funds towards the costs of a Suicide Prevention Event on Wednesday 28 February 2018 including venue hire, specialist speakers, catering and giveaways. The venue will be in Rangiora with a total estimated cost of $2,500.

3.2. The event was prompted by Presbyterian Support’s concerns about suicide in our older population with rates equalling those of our youth. An approach was made to the Wai Life Suicide Prevention Group and social isolation was identified as a significant factor.
3.3. A collaboration and co-ordinating committee has been established by Presbyterian Support with partners from Waimakariri District Council, Wai Life Suicide Prevention Group and Pegasus Health to develop the programme and all arrangements for the event.

3.4. The event is intended to promote the services and activities for older people in the district and aims to provide some tools to assist in the wellbeing of our older population. It is anticipated that over 300 older people will attend and that 85% of these will be from the Board’s community area.

3.5. The event will enable attendees to socialise and connect with peers as well as offering options to those who need to access services or opportunities for those who might wish to volunteer. The committee has approached Pegasus Health and the rural Public Health Organisation for financial assistance. It is proposed to apply to both Lions and Rotary in due course.

3.6. The event will proceed even if funds are declined but on a smaller scale.

3.7. Presbyterian Support received funding from the Board’s Discretionary Fund 2016-2017 in November 2016 for a garden project at the Ngawi Thomson Centre and for the Lunch Club visit to Orana Park in April 2017. Accountability forms have been received for the garden project. The Orana Park visit was delayed due to weather and timeframes for the return of accountability forms have not been exceeded. All financial information has been received.

3.8. The Lions Club of Rangiora is seeking funds towards the costs of shelters for the Millton Memorial Dog Park. This project coincides with the 100th Anniversary of Lions Clubs internationally and is seen as an ideal permanent legacy.

3.9. The club is fundraising with the Friends of the Rangiora Dog Park to primarily enable two shelters to be constructed. Future plans include establishing an agility area, signage, water supply and other features to make it more appealing to both dogs and their owners. Any surplus funds from the shelter project will be used for these projects.

3.10. The dog park was established two years ago by the Council with any additional features or services being funded by the users of the park or wider community. The dog park area is large in comparison with other dog parks and is further split into separate areas for large and small dogs. It is used extensively especially in the evenings and at weekends. A small group of dog park ‘guardians’ has been established and a ‘Friends of the Dog Park Committee’ formed including Board member K Galloway. The Committee has prioritised the need for a shelter from the elements for owners (heat, wind or rain). Many users of the dog park (human and canine) will benefit with 95% of dog owners coming from the Board’s community area.

3.11. A Lions supported quiz night has raised $2,000 and an application is being made to the Lloyd Morgan Lions Club Charitable Trust for matched funding ($2,000), to bring the total to $4,000.

3.12. The overall costs of the two shelters is estimated to be $6,000 and a design and location sketch is included with their application. The project will still progress if funds are declined and all financial statements have been received.

3.13. Loburn School Year 8 students participate annually in the William Pike Challenge Award (WPCA) which is a specialist outdoor education programme taking place for 10 months from January to November 2018. The school is seeking funds for the 2018 cohort to participate.

3.14. The WPCA is ‘journey’ for New Zealand youth to learn and grow in the outdoors. Students have to complete:
   - a 6 hour bike ride
   - an overnight tramp to Hawdon Hut
• 20 hours of community service
• a night tramp to Lake Daniels
• kayaking
• climb two local mountains
• caving and
• participate in a 10km run.

3.15. The school seeks to enable students to build resilience, self-responsibility, awareness of risks, appreciation of the outdoors, team work and leadership. The wider school will indirectly benefit through the enrichment of the lives of the Year 8 cohort and its leadership within the school setting. All school students are required to complete 20 hours of community service.

3.16. The cost of participation for 31 students, all from the Board’s community area is $11,000. Families of the students will contribute approximately $2,000 and other grant organisations $5,000, with the remaining balance from fundraising and sponsorship. The Board’s funds would go towards a WPCA Tee Shirt and book for all of the students.

3.17. The activity will still proceed if the funds are declined. Financial reports have been received.

3.18. **Rangiora Croquet Club Inc.** is seeking funds toward the cost of a dishwasher for its club rooms on the Millton Reserve, River Road, as part of its ‘fit-out’ of the premises.

3.19. The club has previously raised funds for the ‘fit out’ but this did not include provision for a dishwasher. The dishwasher will reduce the work for those on afternoon tea duty on club days and when hosting inter-club competitions and other events. It will also ensure that crockery is properly and hygienically washed. The club has also provided details of the overall ‘fit out’ and funding sources for this.

3.20. The Mitre10 cost of the proposed Classique Stainless Steel dishwasher is $799. Between 40 and 50 members will benefit from the dishwasher of whom 80% are from the Board’s community area.

3.21. The club will continue to fundraise if the application is declined. The Club received Discretionary Grant Funding 2016-2017 towards a set of croquet hoops in September 2016 and accountability forms have been received. Financial information has been supplied.

3.22. **SeniorNet North Canterbury** is seeking funds to promote its computer skills and digital literacy courses, workshops and events for older adults.

3.23. This will be via advertising in the local papers and local media (Compass FM), preparation of display material for use at community events and printing leaflets to be available in public places. The promotion initiative will run over the next 12 months.

3.24. SeniorNet has a well-equipped learning centre in King Street, Rangiora and a range of tutors offering a variety of courses and workshops as well as a monthly ‘frequently asked questions’ session and specialised interest groups. All courses and workshops aim to develop digital literacy and confidence enabling older adults to communicate with others through digital media, open up new leisure opportunities and gain access to wider knowledge through the internet.

3.25. Although it is not possible to quantify how many people will take up SeniorNet courses as a result of the increased publicity at this stage it is envisaged from current data and attendance that at least 50% will be from the Board’s community area.
3.26. If funds are declined then only limited promotion will be possible via ‘no cost’ avenues. Financial information has been received.

3.27. The Community Board may approve or decline grants to the applicant in accordance with the grant guidelines.

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 2017/18 includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to a total of $12,264.04.

5.2. The requested grants for consideration in December 2017 total $2,500.

5.3. The current balance of the grant fund is $10,264.04.

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

5.5. 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.

Edwina Cordwell
Governance Adviser
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).

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board cannot fund:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✗ Wages</td>
</tr>
<tr>
<td>✗ Debt servicing</td>
</tr>
<tr>
<td>✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)</td>
</tr>
<tr>
<td>✗ Stock or capital market investment</td>
</tr>
<tr>
<td>✗ Gambling or prize money</td>
</tr>
<tr>
<td>✗ Funding of individuals (only non-profit organisations)</td>
</tr>
<tr>
<td>✗ Payment of any legal expenditure or associated costs</td>
</tr>
<tr>
<td>✗ Purchase of land and buildings</td>
</tr>
<tr>
<td>✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests</td>
</tr>
<tr>
<td>✗ Payment of fines, court costs or mediation costs, IRD penalties</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board can fund:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ New equipment</td>
</tr>
<tr>
<td>✓ Toys/educational aids</td>
</tr>
<tr>
<td>✓ Sporting equipment</td>
</tr>
<tr>
<td>✓ Safety equipment</td>
</tr>
<tr>
<td>✓ Costs associated with events</td>
</tr>
<tr>
<td>✓ Community training</td>
</tr>
</tbody>
</table>
RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

• Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.

• 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.
RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Collaboration for suicide prevention and reducing social isolation among older people = ‘Living and Giving’

Address: c/o 258 High St., Rangiora 7440, / P.O. Box 665 Rangiora 7400

Contact Person within Organisation: Vicki Lucas, Presbyterian Support

Position within Organisation: Enliven Community Services Manager

Contact phone number: 03 3138588 ext 30 Email: vickil@psusi.org.nz

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

Concerns about suicide among our older population (with rates equaling those of the youth population) has inspired local agencies to ask the question “what is being done about this in our area?” Presbyterian Support approached the Waikato Suicide Prevention Action Group and together they identified social isolation as a key factor for this group and seek to arrange an event for older people to help them connect with their community.

The event is to take place in late Feb (28th) 2018. We are looking for around $2500 in funding (venue hire, speakers, giveaways, catering) for an event that promotes all the services and activities for older people in our district, and aims to provide some tools to assist in the wellbeing of our older population.

The boards $500 grant would be used toward the above expenses.

Suicide prevention is our aim but the approach is holistic and moves suicide prevention thinking from just clinical interventions for mental illness to a wellness, community engagement and a social capital approach. Clinical approaches can only ever serve a few individuals for a limited period of time. A community approach can hold many people over long periods of time. The aim is to create a platform where bi-directional communication helps us translate the information found in empirical research to something meaningful for our elder citizens.

What is the timeframe of the project? One off event Wed 28th Feb

Overall Cost of Project: $ 2,500.00 Amount Requesting: $ 500.00

How many people will directly benefit from this project? [approx 300]

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

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?

Although if we do not receive local funding then we will have to apply for funding from outside our area. We are wanting this to be an initiative for our local community, therefore are applying locally.
What are the direct benefit(s) to the participants?
- Opportunity to socialize on the day, identify options that people may wish to engage with as consumers (receive assistance) or that they can contribute to as volunteers (give assistance). However this is a community engagement approach, the event is something we give to the community in order to open communication. Then we want to listen to and hear from the participants about their view, their needs. It will be education, self-reflection on how they are feeling about their quality of life, and also to connect on the day with peers.

What is the benefit(s) to your organisation?
- This is a collaborative approach involving multiple organisations. The benefits are that rather than a committee or network meeting approach we are forming a group around an activity. This rapidly takes the group through the dynamics of forming to the output of performing as a group. We will cement existing relationships and develop new ones. We will identify the resources our organisations have and add these to the resources the community already has.

What are the benefit(s) to the Rangiora-Ashley community or wider district?
- An event for older people in the community. Lots of events happen for children and families, but very few for older people.
- Better use of resources, a safer happier community.

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

If yes, name of parent group Presbyterian Support Upper South Island

What is the relationship between your group and the parent group?
- Vicki Lucas and three on the committee work for Presbyterian Support.

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:
- Pegasus Health and the Rural P10
  - Spoken to Lions and Rotary, but no applications in at this stage, although we will be well short of our target fund if we do not.

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:
- Specifically for Presbyterian Support Lunch Group outing to Orana Park but this is a totally different event and the group consists of others from Waimakariri District Council and Pegasus Health.
- Also 2016 funding of $500 for the garden project at Ngawi Thompson Centre Rangiora

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: 27/11/17
## INDEX

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<tr>
<th>Page</th>
<th>Description</th>
</tr>
</thead>
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<td>Statement of comprehensive revenue and expense</td>
</tr>
<tr>
<td>2</td>
<td>Statement of financial position</td>
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<tr>
<td>3</td>
<td>Statement of changes in net assets/equity</td>
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<td>4</td>
<td>Cash flow statement</td>
</tr>
<tr>
<td>5-33</td>
<td>Notes to the financial statements</td>
</tr>
<tr>
<td>34</td>
<td>Independent Auditor's Report</td>
</tr>
</tbody>
</table>
## PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND)
### STATEMENT OF COMPREHENSIVE REVENUE & EXPENSE
#### FOR THE YEAR ENDED 30 JUNE 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue from Operations</td>
<td>2</td>
<td>9,362,836</td>
</tr>
<tr>
<td>Other</td>
<td>2</td>
<td>59,538</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td></td>
<td>9,422,374</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>4</td>
<td>11,244,395</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>4</td>
<td>335,578</td>
</tr>
<tr>
<td>Finance Expenses</td>
<td>3,4</td>
<td>14,679</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>4</td>
<td>11,594,652</td>
</tr>
<tr>
<td><strong>OPERATING SURPLUS/(DEFICIT)</strong></td>
<td>(2,172,278)</td>
<td>(1,719,722)</td>
</tr>
<tr>
<td><strong>SUPPORTED BY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>9</td>
<td>1,004,757</td>
</tr>
<tr>
<td>Legacies Received</td>
<td></td>
<td>142,195</td>
</tr>
<tr>
<td>Capital Grants and Donations</td>
<td></td>
<td>363,060</td>
</tr>
<tr>
<td>Earthquake Income</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Demolition Expense</td>
<td>(183,535)</td>
<td>(878,410)</td>
</tr>
<tr>
<td>Loss on Disposal of Property, Plant and Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Support Items</strong></td>
<td></td>
<td>448,067</td>
</tr>
<tr>
<td>Share of equity accounted investees surplus for the year</td>
<td>12</td>
<td>339,976</td>
</tr>
<tr>
<td><strong>SURPLUS</strong></td>
<td>(1,384,235)</td>
<td>2,887,357</td>
</tr>
<tr>
<td><strong>OTHER COMPREHENSIVE REVENUE AND EXPENSE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gain on revaluation of available for sale financial assets</td>
<td>9</td>
<td>588,544</td>
</tr>
<tr>
<td><strong>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</strong></td>
<td>(795,591)</td>
<td>3,824,184</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these statements.
## PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND)
### STATEMENT OF FINANCIAL POSITION
#### AS AT 30 JUNE 2017

### ASSETS

#### CURRENT ASSETS
- Cash and Cash Equivalents
  - Note: 6
  - 2017: $1,125,318
  - 2016: $1,112,672
- Receivables (from exchange transactions)
  - Note: 7
  - 2017: $1,003,244
  - 2016: $3,422,062
- Recoverables (from non-exchange transactions)
  - Note: 8
  - 2017: $1,250
  - 2016: $1,250
- Prepayments
  - 2017: $19,681
  - 2016: $28,188
- Interest Receivable
  - 2017: $125,792
  - 2016: $69,727
- Total Current Assets
  - 2017: $2,275,285
  - 2016: $4,633,899

#### NON-CURRENT ASSETS
- Property, plant and equipment
  - Note: 11
  - 2017: $7,217,414
  - 2016: $8,343,854
- Wightman Trust Property
  - Note: 10
  - 2017: $3,610,586
  - 2016: $3,628,000
- Investments
  - Note: 9
  - 2017: $23,113,070
  - 2016: $19,927,593
- Equity accounted investees
  - Note: 12
  - 2017: $6,280,383
  - 2016: $6,295,965
- Loan to Watts Road Consortium
  - Note: 21
  - 2017: $35,000
  - 2016: $35,000
- Total Non-Current Assets
  - 2017: $40,256,453
  - 2016: $38,230,412

#### TOTAL ASSETS
- 2017: $42,531,738
- 2016: $42,864,311

### LIABILITIES

#### CURRENT LIABILITIES
- Payables (from exchange transactions)
  - Note: 13
  - 2017: $685,615
  - 2016: $380,345
- Employee Benefit Liability
  - Note: 14
  - 2017: $1,129,637
  - 2016: $1,068,707
- Deferred Revenue
  - Note: 15
  - 2017: $211,690
  - 2016: $101,093
- Goods and Services Tax
  - Note: 17
  - 2017: $81,311
  - 2016: $88,215
- Total Current Liabilities
  - 2017: $2,108,253
  - 2016: $1,638,360

#### NON-CURRENT LIABILITIES
- Borrowings - Tancred Street
  - Note: 16
  - 2017: $268,125
  - 2016: $275,000
- Total Non-Current Liabilities
  - 2017: $268,125
  - 2016: $275,000

#### TOTAL LIABILITIES
- 2017: $2,376,378
- 2016: $1,913,360

### EQUITY
- Accumulated Revenue and Expense
  - 2017: $39,463,716
  - 2016: $39,911,124
- Available for Sale Reserve
  - Note: 9
  - 2017: $588,644
  - 2016: $936,827
- Special Funds Reserve
  - Note: 17
  - 2017: $103,000
  - 2016: $103,000
- Total Equity
  - 2017: $40,155,360
  - 2016: $40,950,951

#### TOTAL LIABILITIES AND EQUITY
- 2017: $42,531,738
- 2016: $42,864,311

Signed on behalf of the Board:

Board Chairperson: [Signature]
Date: 11/10/2017

Chief Executive Officer: [Signature]
Date: 11/10/2017

The accompanying notes form part of these statements.
PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND)
STATEMENT OF CHANGES IN NET ASSETS/ EQUITY
FOR THE YEAR ENDED 30 JUNE 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>Special Funds Reserve</th>
<th>Accumulated Revenue &amp; Expense</th>
<th>Available for Sale Reserve</th>
<th>Total Net Assets/Equity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Balance as at 1 July 2016</td>
<td>103,000</td>
<td>40,847,951</td>
<td>40,950,951</td>
<td></td>
</tr>
<tr>
<td>Net Surplus/(Deficit)</td>
<td></td>
<td>(1,384,235)</td>
<td></td>
<td>(1,384,235)</td>
</tr>
<tr>
<td>Other Comprehensive Revenue and Expense:</td>
<td></td>
<td></td>
<td>9 588,644 588,644</td>
<td></td>
</tr>
<tr>
<td>Gain on revaluation of available for sale financial assets</td>
<td>9</td>
<td></td>
<td>588,644 588,644</td>
<td></td>
</tr>
<tr>
<td>Total Comprehensive Revenue and Expense</td>
<td></td>
<td></td>
<td>(1,384,235) 588,644 (795,591)</td>
<td></td>
</tr>
<tr>
<td>Transactions with owners in their capacity as owners</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers to/(from) Reserves</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total transactions with owners of the company</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance as at 30 June 2017</td>
<td>103,000</td>
<td>39,463,716</td>
<td>588,644</td>
<td>40,155,360</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these statements.
PRESBYTERIAN SUPPORT (UPPER SOUTH ISLAND)
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**CASH FLOWS FROM OPERATING ACTIVITIES**

*Cash was provided from:*

- Receipts from agencies and clients 8,692,257 8,774,841
- Donations, Grants and Legacies 1,175,251 1,264,683
- Interest received 513,242 568,947
- Dividends received 60,491 58,995
- Earthquake income 2,530,000 0
- Other cash receipts 953,401 803,716

13,924,642 11,471,182

*Cash was applied to:*

- Loan Interest 14,395 17,086
- Payments to Suppliers and Employees 11,183,945 11,267,350

11,198,340 11,284,436

Net Cash Inflow/(Outflow) from Operating Activities 2,726,302 186,746

**CASH FLOWS FROM INVESTING ACTIVITIES**

*Cash was provided from:*

- Proceeds from Disposal of Property, Plant & Equipment 396,612 31,370

396,612 31,370

*Cash was applied to:*

- Payments for Purchase of Property, Plant & Equipment 391,946 197,366
- Payments for Purchase of Investments 2,711,447 439,739

3,103,393 637,105

Net Cash Inflow/(Outflow) from investing Activities (2,705,781) (605,7365)

**CASH FLOWS FROM FINANCING ACTIVITIES**

*Cash was applied to:*

- Term Loan 6,875 0

6,875 0

Net Cash Inflow/(Outflow) from Financing Activities (6,875) 0

Net Increase/(Decrease) in Cash Held 12,646 (418,589)

Plus Opening Cash Brought Forward 1,112,672 1,531,561

1,125,318 1,112,672

**CASH HELD AT YEAR END**

Cash comprises:

- Cash on Hand 6 2,090 1,387
- Bank Accounts in Funds 6 1,123,228 1,111,285

CLOSING CASH CARRIED FORWARD 1,125,318 1,112,672

The accompanying notes form part of these statements.
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: The Lions Club of Rangiora NZ Incorporated
Address: P O Box 119, Rangiora 7440
Contact Person within Organisation: Quentin de Hamel
Position within Organisation: Dog Park Project Co-Ordinator
Contact phone number: 021 238 3800 Email: dehamel@outlook.com

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

We are requesting a grant of $500 to augment the funding being raised by the Rangiora Lions Club and the Friends of the Rangiora Dog Park, to primarily fund the construction of two shelters to be located in the dog parks at the Million Memorial Reserve Dog Park, located on River Road, Rangiora.

If, there is a surplus of funding after the construction of these shelters, then the balance of the money will be used on the establishment of an agility area, signage, water supply and other features in the park that will make it more appealing to both dogs and their owners.

Please refer to the attached application document.

What is the timeframe of the project? 6 Months
Overall Cost of Project: $6,000.00 Amount Requesting: $500.00

How many people will directly benefit from this project? Many
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 95%
- Woodend-Sefton 10%
- Kaiapoi-Tuahiwi %
- 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?

WAIMAKARIRI DISTRICT COUNCIL

RECEIVED 27 NOV 2017
To: Edwin
WHAT ARE THE DIRECT BENEFIT(S) TO THE PARTICIPANTS?

The provision of shelter from the sun and rain for the owners will make the park more pleasant for those that use it. It will allow more people to use it for more days of the year, and make the use of the park not so weather dependent, whether that be the heat of the sun in summer or the rain in winter.

Please refer to the attached application document

WHAT IS THE BENEFIT(S) TO YOUR ORGANISATION?

It will enable the funding of these shelters to be fully self funded from monies raised for this specific purpose, without impacting on the existing funding provided to the community through the Rangiora Lions Club.

Please also refer to the attached application document

WHAT ARE THE BENEFIT(S) TO THE RANGIORA-ASHLEY COMMUNITY OR WIDER DISTRICT?

It will enhance the enjoyment of the existing Dog Park, for both the dogs and their owners. There are numerous community, social and health benefits in having a place where people can get outside, have some exercise and socialise in a safe area.

Please also refer to the attached application document

IS YOUR GROUP APPL YING UNDER THE UMBRELLA OF ANOTHER ORGANISATION (THAT IS CHARITY/TRUST REGISTERED?)

Yes / No

The Rangiora Lions Club Inc is working in conjunction with the Friends of the Rangiora Dog Park

WHAT IS THE RELATIONSHIP BETWEEN YOUR GROUP AND THE PARENT GROUP?

Rangiora Lions is a local service club. The Friends of the Rangiora Dog Park have a need that Rangiora Lions can help it attain.

WHAT OTHER FUNDRAISING HAS YOUR GROUP UNDERTAKEN TOWARDS THIS PROJECT/EVENT? LIST ANY OTHER ORGANISATIONS YOU HAVE APPLIED OR INTEND TO APPLY TO FOR FUNDING THIS PROJECT AND AMOUNT APPLIED FOR THIS PROJECT:

We have already raised over $2,000 from a fundraising quiz night. Applications are being made to:

a) the Lloyd Morgan Lions Clubs Charitable Trust for $2,000
b) the RAS for $500

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: ___________________________ Date: 27 NOV 2017

TRIM: 171127128406 / GOV-26-11-05
Dear Sir/Madam,

Application for funding - Dog Park shelters at Millton Reserve Dog Park, Rangiora

On behalf of the Lions Club of Rangiora NZ Incorporated, we attach an application for funding to enable the Rangiora Lions Club, in conjunction with the Friends of the Rangiora Dog Park, to construct two shelters in the Millton Memorial Reserve Dog Park.

We look forward to a favourable response in due course.

If there is any further information either you or the Community Board require, please let me know.

Kind Regards,

Quentin de Hamel (event team member)
work (03) 313 4010, mobile 021 2383800 or email dehamel@outlook.com
APPLICATION

FOR A GRANT FROM
THE RANGIORA ASHLEY
COMMUNITY BOARD
FROM
THE LIONS CLUB OF RANGIORA

For

The construction of shelters and other facilities in the newly developed Milton Reserve Dog Park located in the northern edge of Rangiora, North Canterbury

The amount sought is $500
Application for a Grant of $500 from the Rangiora Ashley Community Board

Submitting Club: Lions Club of Rangiora NZ Inc

Date of Submission: 24 November 2017

Purpose of the Grant:
We are requesting a Rangiora Ashley Community Board grant of $500 to augment the Lions Club of Rangiora's own donation and fund raised sum of $4,000 towards the purchasing of materials and the subsequent construction of two shelters for people using the Milton Reserve Dog Park, located on the northern edge of the town of Rangiora, North Canterbury.

Organisation to Benefit: The people of Rangiora and surrounding areas in the Waimakariri district and North Canterbury who own dogs.

Our Town

Rangiora is the largest town in the District of Waimakariri in North Canterbury, New Zealand.

Rangiora is a vibrant town of well over 15,000 residents, with another 4,500 people living in the surrounding areas. Urban growth, especially following the Christchurch earthquakes, has seen the town expand by well over 10% in the last 6 years. According to the Council, the surrounding rural areas have grown by a massive 25%

About two years ago the Council acknowledged that with the increasing population, there was also a greater demand on public recreation facilities in the area. The growth of numbers also meant an increase in residents owning dogs. The need to have a dedicated dog park set aside was identified. As a result some vacant land owned by the Council on the northern outskirts of Rangiora was identified and what is now known as the Milton Reserve Dog Park was established.

The park is quite large by dog park standards. It is divided into two separate parks. One for smaller dogs and one for larger dogs. Although the Council provided funding to set up the park by fencing off the area and providing parking, their budgets have stopped there. It has now been left to the users of the park to arrange the establishment of any additional features within the park.
The park has grown in popularity in the last couple of years as it has become better known. It has an almost constant use by a handful of dogs all day and especially in the evenings and on weekends can have dozens of dogs out there enjoying the park, the smells and other dog company.

The park has started to develop its own self established “guardians” made up of keen dog owners and users who monitor and supervise the users and behaviour of both the dogs and the owners of the dogs. They also have their own Facebook page with over 500 “friends”. They use this Facebook page to advise users of what is happening in the park, what dangers there are, the condition of the park and to help with anybody who has dog related problems.

From that group there has been developed a “Friends of the Dog Park” committee, consisting of users of the small and large park, and includes Keith Galloway of your Community Board.

This group in consultation with the other users have identified a number of features of the park that they want developed. These include an agility course, lighting, better water supply, better parking facilities, more rubbish bins and better signage. Of primary concern however is the lack of any form of shelter from the elements for the owners of the dogs.
On a nice day it is a pleasant experience bringing your dog to a park to have a run around, but if it is hot and sunny or raining, the poor owners have to stand in miserable huddles hunched from the rain or sun.

The Dog Park on a wet day. There is very limited shelter available for the owners.

The dogs don't care about the weather!

The Project

The Rangiora Lions Club was wanting a project to celebrate the 100th anniversary of Lions Clubs internationally. The construction of shelters in the dog park was identified as a fantastic way to celebrate this anniversary while at the same time put something back into the community of a permanent nature, that would be appreciated by many people.

Help us to establish a place where humans can pause and rest, and a place where dogs can rest their paws.
After several meetings of the Friends of the Dog Park, an agreed design was settled on, being a round shaped pergola type design. This would enable the public to shelter while at the same time see in a 360 degree sweep of the park.

It was identified the users of the "small dog park" wanted shelter from the sun, while the users of the "large dog park" wanted shelter from the rain. This design would cater for both.

A sketch of the proposed shelters

The site plan showing the locations of where the shelters are to be located within the two dog parks

The challenge for the Rangiora Lions Club has been to raise sufficient funding to build not just one, but two of these shelters. One for the Small Dog Park and one for the Large Dog Park.

Based on preliminary sketches, it has been established the cost of materials for each shelter would be somewhere between $2,000 and $3,000.

The Rangiora Lions were keen to engage the people who used the park as part of the fundraising process. This would give the users "ownership" of the asset, and enable the resources and skills available within both the Lions Club and the numerous users of the dog park to be utilised. Lions has been able to lend its Incorporated Society and registered Charitable status to be the official organisation to run this project.
So, the challenge has been to raise the necessary funding.

**Funding**

Rangiora Lions used its initiative and booked a fundraising Quiz night to get the fundraising underway.

There are a few passionate members of the Dog Park, who appreciated what Lions were doing and came in fully behind us in this fundraising project.

They developed posters, door knocked for prizes and promoted the quiz night on their Facebook page. It was been wonderful to see the momentum created by the Lions Club and the Friends of the Dog Park committee picked up and spread to all the users of the park.

That quiz night was a huge success. That one night alone raised over $2,000.00.

The support we have had as the promotion of the quiz night went ahead was humbling. Almost without exception every local business approached for prize donations gave willingly. There were cash donations made and one individual made a cash donation of $200!

Already the goodwill this project has created in the community has been immense.
Our aim as a club is to make this particular project self-funding. The Rangiora Lions Club raises funds throughout the year for other projects and to give away to the community, and the goal is to see that this particular project does not require the Club to use any of those funds, enabling the Lions Club to continue with its charitable support of the community without diverting any of its usual financial resources.

The Lions Clubs of New Zealand have a charitable Trust that provides funding to help augment individual Lions Clubs projects. That funding arm (known as the Lloyd Morgan Lions Clubs Charitable Trust) generally will double whatever funds an individual club has raised. As we have already raised $2000, we have an application currently in with them for that sum to be doubled. We would be surprised if this application were declined, as it fits squarely in the trusts funding criteria. We used the same funding to secure over $20,000 from them when the Lions Club sponsored the Main pool at the Dudley Aquatic Facility a few years ago.

So the Quiz Night and the Lloyd Morgan grant will secure $4,000 towards our goal.

As the Dog Park itself is administered through the local Rangiora/Ashley Council Community Board and the Board also has a funding facility available for grants of up to $500 for community projects, we believe if the Board were to support this application, it would result in a park that the Board can be proud of, and the community it represents enjoy.

It would also bring the total raised to $4,500, which would be more than sufficient to build one shelter and possibly even the two.

If we raise too much money, it will not be wasted. The Dog Park has other features it needs urgently. They need a better water supply, an agility course and a notice board... it has been agreed if we do raise more than we need to build these shelters, any surplus will be spent on the Park. The funds are being raised by the Lions and the Friends of the Dog Park for the park, and the funds must be spent on the Dog Park. Any surplus will not be wasted and will be put to good use to make the park an even better place.
Humanitarian Considerations.

A large number of New Zealanders own dogs.

The Dog Park is only a year old, but already there can be over 30 dogs using the park at one time. It has become a very popular place to exercise and socialise your dog.

It can be difficult to find a place where you can let your dog off the lead without upsetting other sectors of the community. A dog park allows this opportunity.

The park is critical to the needs of a growing community such as Rangiora.

Shelter from the sun and rain is also important. Global warming is upon us. The sun beats down relentlessly in summer. The rain in winter. The provision of shelter from these elements is an important and critical part of any outdoor activity.

The small dog park tends to be used mostly by the elderly. They need seating and shelter from the sun. The bigger dog park users tend to be out in all weathers and need to exercise their dogs rain or shine. The main reason for them wanting shelter is not just for the sun protection, but also the rain.

The modern world is very indoor based. To get people to go outside and obtain exercise is important to their health and the health of the community. Socialising is important to the elderly as well. A dog park provides the means for all that to be achieved.

These shelters will enable our community to develop an important asset that will vastly improve the lives of many dogs and people.

Why the need for the extra $500?

The Rangiora Lions Club was chartered in 1963. It celebrated its 50th anniversary a few years ago. The Club is well respected and supported in the local community.

Every year the club raises significant sums of money from a number of projects and carry out numerous tasks around the town. In 2016 the club passed back over $21,240.00 to the community in the form of donations and grants.

The Rangiora Lions Club is in a good financial position. It is prepared to raise any shortfall in funds if need be. If the Club is forced to raise the final funding necessary, it will simply have to re-direct the proceeds from all the other worthy projects it supports in the community to pool the shortfall funding required. It can be done, but that seems a shame, as it will deprive those other local groups and people we sponsor and donate to in the community, from the use of those funds.

The ability of this grant will enable Rangiora Lions to continue our regular projects and continue with supporting and assisting our community in the usual ways and to the usual extent.

The Rangiora Lions Club has been an active member of the Rangiora community for over 50 years. For the last 17 years it has organised a Fun Run between Rangiora and Kaiapoi. Over the years thousands of dollars have been fed back to the disadvantaged youth of the North Canterbury community from this event.
Some Board members may recall Rangiora Lions were instrumental in lobbying for, designing, constructing and installing entrance signs at the four entrances to Rangiora.

The entrance signs to Rangiora were designed and built by Rangiora Lions.

With your financial help and support, the construction of these shelters will support something tangible that would improve the human and canine welfare of the people and dogs of Rangiora.

The results of this project will contribute to the happiness, health and prosperity of our community for years to come. The range of people it will touch is huge and covers all aspects of our community.
Lions Club of Rangiora NZ Inc.
Financial Statements & Annual Return
For the Year Ended 30 June 2017
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Lions Club of Rangiora NZ Inc.
Financial Statements & Annual Return for the Year Ended 30 June 2017

Entity Information

Name: Lions Club of Rangiora NZ Incorporated
Motto: We Serve
Commencement Date: 1 August 1963
Structure: Incorporated Society
Registered Charity Number: CC43654
Charitable Registration Date: 19 February 2010
Lions Club of Rangiora NZ Inc.
Financial Statements & Annual Return for the Year Ended 30 June 2017

Financial Reviewer’s Statement

To the readers of the financial statements of the Lions Cub of Rangiora NZ, Incorporated (“the Club”) for the year ended 30 June 2017. The financial statements provide information about the past financial performance of the Club and its financial position as at 30 June 2017. This information is stated in accordance with the accounting policies set out on the pages attached to these financial statements.

I have reviewed the accompanying financial statements of the Club for the year ended 30 June 2017. A review includes primarily applying analytical procedures to the Club’s financial data and making enquiries of the Club’s Treasurer, as the appropriate representative of the Club’s Board.

The Club’s Board of officers is responsible for the preparation and fair presentation of annual financial statements, in accordance with accounting principles generally accepted in New Zealand; also for designing, implementing, and maintaining internal financial controls relevant to the preparation and fair presentation of the financial statements.

I have not performed an audit of the financial statements as the Club’s constitution does not require an audit to be performed. A financial review is substantially less in scope than an audit. Therefore, I am unable to accept any responsibility for the accuracy of the material from which the financial statements have been prepared. Likewise, I am not obliged to express — nor do I express — an audit opinion.

My responsibility is to conduct the review in accordance with standard accounting procedures currently in use in New Zealand. Those standards require me to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. I believe that the results of my procedures provide a reasonable basis for my report.

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in New Zealand.

The attached financial statements have been compiled at the request of, and for the use of the Club and therefore I accept no responsibility to any other person or entity that may use these financial statements for any purpose.

I completed my review on 31 July 2017 and my statement is expressed as at that date.

[Signature]

David P. Cotter
RANGIORA
# Lions Club of Rangiora
## Income and Expenses (Cash Reporting)
### From 1 July 2016 to 30 June 2017
#### Admin Account

<table>
<thead>
<tr>
<th>Cash Income</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Income</td>
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<td></td>
</tr>
<tr>
<td>Membership Subscriptions</td>
<td>3,520</td>
<td>2,740</td>
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<tr>
<td>Members Tea Meeting Meals</td>
<td>8,370</td>
<td>6,612</td>
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<tr>
<td>Members Bar</td>
<td>1,242</td>
<td>1,271</td>
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<tr>
<td>Members Raffle</td>
<td>618</td>
<td>606</td>
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<tr>
<td>Members' Tailtwister</td>
<td>403</td>
<td>428</td>
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<table>
<thead>
<tr>
<th>Admin Projects Income</th>
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</thead>
<tbody>
<tr>
<td>Cash for Cans Revenue</td>
<td>1,575</td>
<td>1,358</td>
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<tr>
<td>Rangiora Entrance Signs</td>
<td>3,357</td>
<td>3,367</td>
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<td>Firewood Sales to Members</td>
<td>950</td>
<td>1,725</td>
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<th>Other Income</th>
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<tr>
<td>Bulletin Advertising Revenue</td>
<td>120</td>
<td>120</td>
</tr>
<tr>
<td>Donations - Admin</td>
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<td>Interest Received</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>Miscellaneous Income (Admin)</td>
<td>418</td>
<td>678</td>
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<tr>
<td>P O Box - 1/2 share rental, Lioness Club</td>
<td>86</td>
<td>-</td>
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</tbody>
</table>

| Total Cash Income     | 22,028 | 19,375 |
| Excess Expenses over Income |       | 1,684 |

<table>
<thead>
<tr>
<th>Cash Expenses</th>
<th>2017</th>
<th>2016</th>
</tr>
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<tbody>
<tr>
<td>Membership Expenses</td>
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<tr>
<td>Members District Dues</td>
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<td>Members International Dues</td>
<td>2,316</td>
<td>2,300</td>
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<tr>
<td>Members Tea Meeting Meal Costs</td>
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<td>Members Bar Costs</td>
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<tr>
<td>Members Raffle Costs</td>
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<td>331</td>
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<tr>
<td>Members Awards</td>
<td>1,800</td>
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<tr>
<td>Members Badges &amp; Other Member Costs</td>
<td>217</td>
<td>636</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Admin Projects Expenses</th>
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<tbody>
<tr>
<td>Cash for Cans Costs</td>
<td>630</td>
<td>900</td>
</tr>
<tr>
<td>Rangiora Entrance Signs - Repair Costs</td>
<td>550</td>
<td>-</td>
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<tr>
<td>Firewood Costs</td>
<td>831</td>
<td>-</td>
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</table>

<table>
<thead>
<tr>
<th>Other Expenses</th>
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<tbody>
<tr>
<td>Accounting Software Subscription - MYOB</td>
<td>259</td>
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</tr>
<tr>
<td>Bank Fees</td>
<td>7</td>
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<tr>
<td>Financial Reviewer Fees</td>
<td>187</td>
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</tr>
<tr>
<td>Miscellaneous Expenses (Admin)</td>
<td>859</td>
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<tr>
<td>Postage, Printing &amp; Stationery</td>
<td>353</td>
<td>102</td>
</tr>
<tr>
<td>President's Expense Claims</td>
<td>282</td>
<td>-</td>
</tr>
</tbody>
</table>

| Total Cash Expenses    | 20,072 | 19,409 |
| Excess Income over Expenses | 1,956 |  -    |

---

**Excess Expenses over Income**: 1,784

**Excess Income over Expenses**: 1,956

---

- Page 3 -
Lions Club of Rangiora
Income and Expenses (Cash Reporting)
From 1 July 2016 to 30 June 2017
Projects Account

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Project Income - Pig Manure</td>
<td>11,485</td>
<td>13,247</td>
<td>Project Expenses - Pig Manure</td>
<td>4,166</td>
<td>3,958</td>
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<tr>
<td>Project Income - Play House Raffle</td>
<td>4,926</td>
<td>5,200</td>
<td>Project Expenses - Play House</td>
<td>1,214</td>
<td>634</td>
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<tr>
<td>Project Income - Trailer Raffle</td>
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<td>2,800</td>
<td>Project Expenses - Trailer</td>
<td>1,301</td>
<td>1,384</td>
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<tr>
<td>Project Income - Fun Run</td>
<td>3,760</td>
<td>3,852</td>
<td>Project Expenses - Fun Run</td>
<td>1,822</td>
<td>3,904</td>
</tr>
<tr>
<td>Project Income - 10-10-10 Walking Event</td>
<td>347</td>
<td>--</td>
<td>Project Expenses - 10-10-10 Walking Event</td>
<td>47</td>
<td>--</td>
</tr>
<tr>
<td>Project Income - Christmas Cakes &amp; Hampers</td>
<td>3,116</td>
<td>4,298</td>
<td>Project Expenses - Christmas Cakes</td>
<td>3,240</td>
<td>4,038</td>
</tr>
<tr>
<td>Project Income - Lions Mints</td>
<td>807</td>
<td>296</td>
<td>Project Expenses - Lions Mints</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Project Income - Donations Received</td>
<td>2,168</td>
<td>1,560</td>
<td>Project Expenses - Donations Made</td>
<td>21,243</td>
<td>21,319</td>
</tr>
<tr>
<td>Project Income - Miscellaneous Income</td>
<td>288</td>
<td>--</td>
<td>Project Expenses - Miscellaneous Expenses</td>
<td>618</td>
<td>170</td>
</tr>
<tr>
<td>Project Income - Leo Income Received on Behalf</td>
<td>600</td>
<td>--</td>
<td>Project Expenses - Paid on behalf of Leo Club</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Project Income - Interest Received</td>
<td>175</td>
<td>226</td>
<td>Project Expenses - Leadership Course Costs</td>
<td>1,210</td>
<td>--</td>
</tr>
<tr>
<td>Total Project Income</td>
<td>30,676</td>
<td>31,509</td>
<td>Total Project Expenses</td>
<td>35,295</td>
<td>35,971</td>
</tr>
<tr>
<td>Excess Expenses over Income</td>
<td>4,619</td>
<td>4,462</td>
<td>Excess Income over Expenses</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

---Page 4---
Lions Club of Rangiora
Income and Expenses (Cash Reporting)
From 1 July 2016 to 30 June 2017
RHS Leo Club

### ADMIN ACCOUNT

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Admin Income - Charter Night</td>
<td></td>
<td>65</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Admin Income - Donations Received</td>
<td>241</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Admin Income - Interest Received</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Admin. Income</strong></td>
<td>242</td>
<td>70</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Excess Expenses over Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Excess Income over Expenses</strong></td>
<td>242</td>
<td>70</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PROJECT ACCOUNT

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Big Splash Sausage Sizzle</td>
<td>218</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Donations Received</td>
<td></td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Rangiora Stroke Club Fundraiser</td>
<td>159</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Rakaia Bulbs</td>
<td>270</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Quiz / Trivia Nights</td>
<td>1,071</td>
<td>463</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leo Project Income - Interest Received</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Project Income</strong></td>
<td>1,719</td>
<td>468</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Excess Expenses over Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Excess Income over Expenses</strong></td>
<td>1,719</td>
<td>468</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Lions Club of Rangiora
Balance Sheet
As at 30 June 2017

<table>
<thead>
<tr>
<th>Asset</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td>00 Admin Account</td>
<td>6,607</td>
</tr>
<tr>
<td>02 Projects Account</td>
<td>2,991</td>
</tr>
<tr>
<td>05 Leo Admin Account</td>
<td>289</td>
</tr>
<tr>
<td>04 Leo Projects Account</td>
<td>1,943</td>
</tr>
<tr>
<td>Heartland Bank Deposit Account</td>
<td>10,087</td>
</tr>
<tr>
<td>Cash Float - Meal Money</td>
<td>100</td>
</tr>
<tr>
<td>Cash Float - Bar Money</td>
<td>50</td>
</tr>
<tr>
<td>Cash Float - Cash for Cans</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>22,217</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liability</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>56</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>56</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>22,161</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Retained surpluses b/fwd from prior years</td>
<td>23,129</td>
</tr>
<tr>
<td>Current year surplus</td>
<td>(968)</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td>22,161</td>
</tr>
</tbody>
</table>

Signed: B Walls (President)  
P Lawry (Treasurer)

Dated: 16/08/2017
Lions Club of Rangiora NZ Inc.
Financial Statements & Annual Return for the Year Ended 30 June 2017
Notes to the Financial Statements

1. Reconciliations of Surpluses and Deficits to the Bank Balances

<table>
<thead>
<tr>
<th>Accounts</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Admin Accounts:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BNZ &quot;00&quot; Admin Account B/Fwd, at 1 July 2016</td>
<td>4,412</td>
<td>6,196.00</td>
</tr>
<tr>
<td>Change in Admin Cash Floats</td>
<td>183</td>
<td>--</td>
</tr>
<tr>
<td>Bank Deposits Held on Balance Sheet, at Year End</td>
<td>56</td>
<td>--</td>
</tr>
<tr>
<td>Net Income / (Expenses) for the Year</td>
<td>1,956</td>
<td>(1,784.00)</td>
</tr>
<tr>
<td><strong>BNZ &quot;00&quot; Admin Account C/Fwd, at 30 June 2017</strong></td>
<td><strong>6,607</strong></td>
<td><strong>4,412</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projects Accounts:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BNZ &quot;02&quot; Projects Account Bal. B/Fwd at 1 July 2016</td>
<td>7,765</td>
<td>12,421</td>
</tr>
<tr>
<td>Heartland Account Bal. B/Fwd at 1 July 2016</td>
<td>9,932</td>
<td>9,738</td>
</tr>
<tr>
<td>Net Income / (Expenses) for the Year</td>
<td>(4,619)</td>
<td>(4,462)</td>
</tr>
<tr>
<td><strong>BNZ &quot;02&quot; Projects A/c Bal. C/Fwd at 30 June 2017</strong></td>
<td><strong>2,981</strong></td>
<td><strong>7,765</strong></td>
</tr>
<tr>
<td>Heartland Account Bal. C/Fwd at 30 June 2017</td>
<td>10,087</td>
<td>9,932</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Leo Admin Account:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BNZ &quot;05&quot; Admin Account B/Fwd, at 1 July 2016</td>
<td>70</td>
<td>--</td>
</tr>
<tr>
<td>Net Income / (Expenses) for the Year</td>
<td>219</td>
<td>70</td>
</tr>
<tr>
<td><strong>BNZ &quot;05&quot; Admin Account C/Fwd, at 30 June 2017</strong></td>
<td><strong>289</strong></td>
<td><strong>70</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Leo Projects Account:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BNZ &quot;04&quot; Admin Account B/Fwd, at 1 July 2016</td>
<td>468</td>
<td>--</td>
</tr>
<tr>
<td>Net Income / (Expenses) for the Year</td>
<td>1,475</td>
<td>468</td>
</tr>
<tr>
<td><strong>BNZ &quot;04&quot; Admin Account C/Fwd, at 30 June 2017</strong></td>
<td><strong>1,943</strong></td>
<td><strong>468</strong></td>
</tr>
</tbody>
</table>

2. Project Surpluses / Deficits for the Financial Year

<table>
<thead>
<tr>
<th>Project Surpluses / (Deficits)</th>
<th>2017</th>
<th>2016</th>
<th>Differences</th>
<th>2016/17 Donations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Projects with Nominated Donees</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project - Play House Raffle</td>
<td>3,712</td>
<td>4,566</td>
<td>(854)</td>
<td>(3,757)</td>
</tr>
<tr>
<td>Project - Trailer Raffle</td>
<td>1,703</td>
<td>1,416</td>
<td>287</td>
<td>(1,724)</td>
</tr>
<tr>
<td>Project - Fun Run</td>
<td>1,938</td>
<td>(22)</td>
<td>1,961</td>
<td>(1,899)</td>
</tr>
<tr>
<td>Project - 10-10-10 Walking Event</td>
<td>301</td>
<td>--</td>
<td>301</td>
<td>(338)</td>
</tr>
<tr>
<td><strong>Projects Available for General Donations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project - Pig Manure - End of Prior Year's Season</td>
<td>4,689</td>
<td>5,452</td>
<td>(663)</td>
<td></td>
</tr>
<tr>
<td>Project - Pig Manure - Start of New Year's Season</td>
<td>2,330</td>
<td>3,836</td>
<td>(1,506)</td>
<td></td>
</tr>
<tr>
<td>Project - Christmas Cakes &amp; Hampers</td>
<td>(124)</td>
<td>260</td>
<td>(384)</td>
<td>--</td>
</tr>
<tr>
<td>Project - Lions Mints</td>
<td>807</td>
<td>296</td>
<td>511</td>
<td></td>
</tr>
</tbody>
</table>

- Page 7 -
3. **Objects and Purposes of the Lions Club of Rangiora ("the Club")**

- To provide service, financial and other support for individuals, families, groups, whanau or caregivers for the relief of poverty, to advance education or for activities that may benefit the community generally.

- To promote and nurture community-based projects and initiatives, that foster partnerships between local industry and local schools, tertiary and vocational institutions, hospitals and retirement homes and the community generally to promote the economic, environmental, cultural, social and moral well-being of the people of New Zealand and to support (whether financially or by other methods) local initiatives that are conducive to those aims.

- To place special emphasis on catering for the needs of the blind or those with poor vision within the community.

- To provide assistance to the local community or other communities in times of disaster.

- To promote the principals of good government and good citizenship and to unite the community in the bonds of friendship, good fellowship and mutual understanding.

- To encourage service-minded people to serve their community without personal financial reward. To encourage and promote efficient and high ethical standards in commerce, industry, professions, public works and private endeavours.

- To provide recognition for achievements in the community, including the provision of prizes, scholarships, endowments and the like.

- To undertake and co-ordinate activities and events of a charitable nature, that are in line with the special character, philosophies and values set by Lions International and Lions Clubs in New Zealand generally.

- To provide assistance to other charitable organisations through hands on service, fundraising events and or the provision of sponsorship.

- To undertake other general charitable purposes within New Zealand of a similar nature as may be conducive to the obtaining of the above objects.

- The Club’s objects shall only be carried out in and to benefit people in New Zealand, however the Club may carry out activities outside New Zealand to promote the Club or the humanitarian activities of Lions Clubs International.

4. **Main Sources of Cash & Resources**

- The Club receives cash income, both from its own members and from the General Public in the locality in which it operates.
5. **Main Methods Used to Raise Funds**

**From members:**

During the 2016/17 financial year, sources of funding from members included:
- An annual membership subscription, levied upon all members;
- Contributions costs of hosting 11 Club Meetings per annum;
- Voluntary donations to the Club by individual members;
- The splitting and sale (by members, to members) of firewood, for members' personal use.

**From the General Public:**

a) A number of fund-raising projects are undertaken annually, to raise funds from the general public, so as to be able to support members of the local and wider community.

Fund-Raising Projects during the 2016/17 year were:
- The bagging and sale of pig manure;
- Manufacture and raffle of a children’s playhouse;
- Purchase and raffle of a single-axle, galvanised steel trailer;
- Sale of Lions-branded Christmas Hampers & Cakes;
- Organising and operation of a local 10 km walk;
- Organising and operating a local Fun Run;
- Sale of Lions-branded Confectionery;
- All income generated in the name of “Rangiora High School Leo Club” (see the Statement of Service Performance – Outputs below);
- Sausage sizzles at various local events;
- The repair of ‘entrance signs’, on one of the roads into to Rangiora.

All net proceeds raised from the above Fund-Raising Projects were either applied to pre-nominated charities and community organisations, or were accumulated within a Projects Bank Account for future disbursement to individuals, groups, charities, community events, etc., in accordance with the Club’s registered charitable Objects and Purposes.

b) In addition to the above fund-raising methods, individual members of the general public, and local and commercial enterprises, also donate funds directly to the Club on occasions.
6. **Reliance on Volunteers and Donated Goods and Services**

The Club’s sole sources of income are as listed above, together with a minimal sum of bank interest received annually. It has no other means of generating income than the goodwill of members and the community.

All Club services are undertaken by its members. The Club is fully dependent upon its members (all of whom are volunteers) to undertake all fund-raising, together with any preparations associated with each fund-raising and/or service Project.

Occasionally, members of the public will donate goods for distribution to community groups (e.g. Santa’s Charitable Workshop).

7. **Statement of Service Performance – Outputs**

Club service outputs are measured by way of monthly activity records, with time contributed by each member. The records are provided by each member and collated by the Club’s secretary, who records time donated by every member during the preceding month, to assist with the operations of the Club and its fundraising activities. These records are submitted monthly, online, to Lions Clubs International, governing body for all worldwide Lions clubs.

In 2016, the Club established the Rangiora High School Leo Club. It attracts secondary school aged members between the ages of 13 and 18 years old. It is part of, and operates under the Charitable Registration of, the Lions Club of Rangiora (and, under the protocols of International Lions Clubs, is treated as an ongoing ‘project’ of the Lions Club of Rangiora, its founding Lions club). Accordingly, its activities are reported within the context of this Annual Return.
CERTIFICATE OF INCORPORATION

LIONS CLUB OF RANGIORA NZ INCORPORATED
220151

This is to certify that LIONS CLUB OF RANGIORA NZ INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 9th day of April 1968.

Registrar of Incorporated Societies
25th day of November 2017

For further details visit www.societies.govt.nz

**RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION**

**Groups Applying for Board Discretionary Grants 2016/2017**

Name of Group: **Koburn School**

Address: **73 Hodgsons Rd, RD 2 Rangiora**

Contact Person within Organisation: **Stuart Priedy**

Position within Organisation: **Principal**

Contact phone number: **0273541496** Email: **principal@koburn.school.nz**

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

The William Pike Challenge Award (WPWA) is a specialist Outdoor Education Programme that all our Year 8 students participate in. The WPWA is a journey for NZ youth to learn and grow in the outdoors. Our students have to complete the following:

- 6hr Mountain Bike Event
- Overnight Camp to Rangitoto Island
- 20 hrs community service
- Night Camp to Lake Daniels
- Kayaking, climb local mountains
- Caving, participate in a 1km run.

The funding will go towards a book and t-shirt for all our students.

What is the timeframe of the project? **10 months Jan-Nov 2018**

Overall Cost of Project: **$11,000** Amount Requesting: **$500**

How many people will directly benefit from this project? **31 students**

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-Seleton: **%**
- Kaiapoi-Tuahiwi: **%**
- 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?
What are the direct benefit(s) to the participants?

We want to build into our students the following: resilience, self-responsibility, awareness of risks, appreciation of the outdoors, teamwork and leadership.

What is the benefit(s) to your organisation?

If we can improve the lives of a number of our students, this will indirectly improve the culture of all at school. Giving our students leadership skills will also support all of our students.

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

Better people - better community.

All of our students have to complete 20 hrs community service as well.

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:

Families of students will contribute @ $2000, other grant organisations a further $5000. The rest of the project funding will come from fundraising and sponsorship.

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:

Date: 23/11/17
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.
**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 that are not limited to of what the Board can 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 that are not limited to of what the Board can fund**

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
## DRAFT QUOTE

**Loburn School**  
**Attention:** Stuart Priddy  
73 Hodgsons Road  
RD 2  
Rangiora 7472  
NEW ZEALAND

---

**The Pike Experience Limited**  
498 Glamorgan Drive  
Torbay  
Auckland 0630  
NEW ZEALAND

---

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Discount</th>
<th>Amount NZD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student fee per head</td>
<td>31.00</td>
<td>34.78</td>
<td></td>
<td>1,078.18</td>
</tr>
<tr>
<td>Every Day's A Good Day</td>
<td>31.00</td>
<td>26.09</td>
<td></td>
<td>808.79</td>
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<tr>
<td>William Pike Challenge Award Annual School Fee</td>
<td>1.00</td>
<td>799.00</td>
<td></td>
<td>799.00</td>
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<tr>
<td>William's participation in an activity</td>
<td>1.00</td>
<td>778.30</td>
<td>100.00%</td>
<td>0.00</td>
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<tr>
<td>End of year presentation fee</td>
<td>1.00</td>
<td>990.00</td>
<td></td>
<td>990.00</td>
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<tr>
<td>WPCA T-shirts</td>
<td>31.00</td>
<td>25.22</td>
<td></td>
<td>781.82</td>
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<tr>
<td>Outbound and inbound flights FEB 2018 ESTIMATE ONLY</td>
<td>1.00</td>
<td>250.00</td>
<td></td>
<td>250.00</td>
</tr>
<tr>
<td>Outbound and inbound flights DECEMBER 2018 ESTIMATE ONLY</td>
<td>1.00</td>
<td>250.00</td>
<td></td>
<td>250.00</td>
</tr>
<tr>
<td>Mileage to and from Auckland airport in private vehicle</td>
<td>2.00</td>
<td>54.67</td>
<td></td>
<td>109.34</td>
</tr>
</tbody>
</table>

Subtotal (includes a discount of 778.30) | 5,067.13 |

TOTAL GST 15% | 626.40 |

TOTAL NZD | 5,693.53 |
2017 sees Loburn School enter the sixth year of the WPCA and it continues to go from strength to strength. Each year we have been able to build upon the previous years and we continue to develop the challenges and the work that runs alongside them. The WPCA now has nearly 70 schools involved in the programme and over 500 students completing challenges. Loburn School is constantly asked about the programme and it is one we are extremely proud of.

This year we launched the WPCA with a tramp to Hawdon Hut. It was slightly later this year as William was in Antarctica as a member of the Antarctic Heritage Trust. William was chosen as one of four young explorers to climb Mt Scott and keep the tradition of exploration alive.

We were grateful to have William along and he shared his journey and his recent trip to Antarctica which had the students captivated.

Again, we were proud of the efforts of all the students in completing the challenge. On the way back home we walked through Cave Stream, a highlight for the students.

The WPCA would not be possible without the amazing support of our sponsors. We are also grateful for the support from Pub Charity, CERT and Southern Trust for their grant funding.

Check out https://www.facebook.com/williampikechallenge/?fref=ts for photos and videos of the WPCA.

Visit www.loburn.school.nz and www.williampike.co.nz
All the students have been writing blogs about the WPCA.

Hawdon Hut.

On the 23 March the year 8’s got ready to walk to Hawdon Hut. Hawdon Hut is near Arthur’s Pass and Castle Rock. From school to Hawdon Shelter (where we start walking) is about a 2 hour drive. Before we got into the vans and got ready to go we met William Pike. William Pike is the whole reason we are doing it. He started the William Pike Challenge Award and that is why I ended up walking for 5 and a half hours to Hawdon Hut.

The drive there was cool because we stopped to get the adults some coffee. There was lots of cool scenery. Finally we made it to the Hawdon Shelter.

My pack felt really heavy as we started to walk. We came to a river and we had to cross it. The water was cold and my feet were numb. We continued to walk and my pack was hurting my shoulders. What did I pack that was so heavy? Kathryn Neilson came and tightened my pack. It felt so much better.

We walked and walked, crossing rivers and stopping a couple of times. After about 3 hours of walking we came to a deep river. The water was nice and refreshing and we got to swim in it. My shorts were all wet and because we were walking I thought I was going to get chaffing. I quickly dried myself with a towel and then filled my drink bottle and kept walking.

The were trees everywhere and I could only just make out the river next to us. We passed about 10 people and they said that they had just been at the hut and we only had about 10 minutes until we were there.

We finally made it to the hut and I put my pack down and took off my shoes, I felt like I could fly. The hut was an average size. It had a kitchen, two dining tables a fireplace and two small rooms with a big bunk bed. The toilets were outside and so was the sink. We got to rest for about 20 minutes and then we went go for another walk to a waterfall. William Pike interviewed some people and then we put our muddy shoes back on and left. It was so steep and I was pleased I didn’t have a pack on back because I probably would never have made it to the top. We could just see the waterfall through the trees and there was a really really steep track going down. We slid down on our bum’s. We were not allowed to go and see the base of the waterfall because apparently the rocks were too slippery. Most of the parents went up, even William Pike. SO UNFAIR!!!!!!!!. We started climbing back down and we had the choice of going to the river and making dams or going back to the hut. I went to the river and built a dam. After we went back to the hut and had dinner. It was so good. We had mashed potato, peas, corn, gravy and the choice of roast chicken or beef. I choose chicken. We were allowed seconds if we wanted to, I definitely did.

When we had finished dinner we sat around a dining table and William Pike told us about his trip to Antarctica and what it was like to be trapped on Mt Ruapehu. In the middle of his story I got really bad growing pains. I was trying to get rid of it by shaking and stretching my leg. At one point William tapped me on the shoulder to demonstrate something in his story. I stopped shaking instantly and looked at him.

Kate Strang

RAKAHURI RAGE

On the 12th of March all the year 8s participated in the Rakauih Rage. We arrived at the race course early in the morning, it was very wet and cold.

Once we all got there we saw the Loburn School tent. There were so many tents and people. We all headed over to the transition area where this man talked us all through the rules and how the race would work.

Then we headed back to Loburn tent and the first person got ready to go from each group. In my group I had Lucy, Ella and me. Lucy went first and she had to do an extra 2k so they were all spread out. We all had a number on our bikes and one person from each group had a velcro strap on our leg so that when you came to tag the next person you had to take it off the velcro strap and you put it on the next person so you didn’t cheat.

To keep us warm my mum Kathryn, and Phoebe’s mum Anna, made a bbq in the horse float. We had bacon and bread it was really good.

On my second ride they made the track half the size because it was to slippery. Even though they made it smaller it still took the same amount of time because the mud slowed you down so much. You got so muddy Phoebe had to use 3 jackets that weren’t even her’s. Because it was so muddy your face, your legs and your clothes, even your shoes were wet and so muddy.

I still thought it was really fun and wanted to do lots more laps. I enjoyed getting all muddy but also to go over all the hills and bumps.

They had to cut it by 2 hours because it was just too wet and slippery. When I got home I had a great big bath and I almost fell asleep. But it was great way to do the Rakauih Raga I wouldn’t have wanted to do it any other way.

Kate Neilson

THANK YOU TO ALL THE FOLLOWING SPONSORS

MIKE BARTLETT CONTRACTING

CERT

Pub Charity Limited

The Southern Trust

mikegreenhomes

Canon
30 May 2017

Grant Jarrold
Deloitte Limited
Chartered Accountants
PO Box 248
CHRISTCHURCH

REPRESENTATION LETTER FOR THE YEAR ENDED 31 DECEMBER 2016

This representation letter is provided in connection with your audit, carried out on behalf of the Auditor-General, of the financial statements of Loburn School for the year ended 31 December 2016 for the purpose of expressing an independent opinion about whether the financial statements:

- present fairly, in all material respects:
  - the financial position as at 31 December 2016; and
  - the financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with the Public Benefit Entity Accounting Standards Reduced Disclosure Regime.

We understand that your audit was carried out in accordance with the Auditing Standards issued by the Auditor-General, which incorporate the International Standards on Auditing (New Zealand).

General representations

To the best of our knowledge and belief:
- the resources and activities under our control have been operating effectively and efficiently;
- we have complied with our statutory obligations including laws, regulations and contractual requirements;
- we have carried out our decisions and actions with due regard to minimising waste;
- we have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector (that is we have carried out our decisions and actions with due regard to probity); and
- any decisions or actions have been taken with due regard to financial prudence.

We also acknowledge that we have responsibility for designing, implementing, and maintaining internal control (to the extent that is reasonably practical given the size of the School) to prevent and detect fraud.

Representations for the financial statements

We confirm that all transactions have been recorded in the accounting records and are reflected in the financial statements, and that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:
- we have fulfilled our responsibilities for preparing and presenting the financial statements as required by section 87(3) of the Education Act 1989 and, in particular, that the financial statements:
  - present fairly, in all material respects:
    - the financial position as at 31 December 2016; and
    - the financial performance and cash flows for the year then ended; and
  - comply with generally accepted accounting practice in New Zealand in accordance with the Public Benefit Entity Accounting Standards Reduced Disclosure Regime.
- we believe the significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable;
- we have appropriately accounted for and disclosed the related party relationships and transactions in the financial statements;
- we have adjusted or disclosed all events subsequent to the date of the financial statements that require adjustment or disclosure; and
- we believe the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole.
- we have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. Where applicable, such litigation and claims have been accounted for and disclosed in accordance with the Public Benefit Entity Accounting Standards Reduced Disclosure Regime.

Representations about the provision of information

We confirm that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:
- we have provided you with:
  - all information, such as records and documentation, and other matters that are relevant to preparing and presenting the financial statements and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence;
- we have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- we have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; or
  - others where the fraud could have a material effect on the financial statements;
- we have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity’s financial statements communicated by employees, former employees, analysts, regulators, or others;
- we have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements; and
- we have disclosed the identity of the related parties, all of their relationships, and all of their transactions of which we are aware.
- we have provided you with all the other documents (“other information”) which will accompany the financial statements which are consistent with one another, and the other information does not contain any material misstatements.

Going concern basis of accounting

We confirm that, to the best of our knowledge and belief, the School has adequate resources to continue operations at its current level for the foreseeable future. For this reason, the Board of Trustees continues to adopt the going concern basis of accounting in preparing the financial statements for the year ended 31 December 2016. We have reached this conclusion after making enquiries and having regard to circumstances that we consider likely to affect the School during the period of one year from the date of signing the financial statements, and to circumstances that we know will occur after that date which could affect the validity of the going concern basis of accounting.

We consider that the financial statements adequately disclose the circumstances, and any uncertainties, surrounding the adoption of the going concern basis of accounting by the School.

The representations in this letter are made at your request, and to supplement information obtained by you from the records of the School and to confirm information given to you orally.

Yours faithfully

[Signature]
Chairperson
Donna Harwood

[Signature]
Principal
Stuart Paddy
Loburn School

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2016

School Address: 73 Hodgsons Road
R D 2, Rangiora

School Postal Address: 73 Hodgsons Road
R D 2, Rangiora

School Phone: 03 3128828

School Fax: 03 3128069

Ministry Number: 3419
# Loburn School
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<th>Page</th>
<th>Description</th>
</tr>
</thead>
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<td>Statement of Comprehensive Revenue and Expense</td>
</tr>
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<td>3</td>
<td>Statement of Changes in Net Assets/Equity</td>
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<td>19</td>
<td>Kiwisport Statement</td>
</tr>
<tr>
<td>20</td>
<td>Members of the Board of Trustees</td>
</tr>
</tbody>
</table>

Independent Auditor’s Report
Loburn School
Statement of Responsibility
For the year ended 31 December 2016

The Board of Trustees (the Board) has pleasure in presenting the annual report of Loburn School incorporating the financial statements and the auditor's report, for the year ended 31 December 2016.

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2016, fairly reflects the financial position and operations of the school.

The School's 2016 financial statements are authorised for issue by the Board Chairperson and the principal.

Donna Harwood
Board Chairperson:

Stuart Priddy
Principal

Signature of Board Chairperson

Signature of Principal

Date: 31/5/17

Date: 31/5/17
## Loburn School
### Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2016

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Government Grants</td>
<td>1,382,603</td>
<td>1,365,285</td>
<td>1,293,860</td>
</tr>
<tr>
<td>Locally Raised Funds</td>
<td>95,474</td>
<td>46,000</td>
<td>127,974</td>
</tr>
<tr>
<td>Interest</td>
<td>630</td>
<td>3,000</td>
<td>3,067</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>-1,478,707</td>
<td>1,414,285</td>
<td>1,424,901</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Locally Raised Funds</td>
<td>21,077</td>
<td>1,500</td>
<td>26,662</td>
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<td>Learning Resources</td>
<td>949,849</td>
<td>921,479</td>
<td>956,581</td>
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<td>Administration</td>
<td>80,047</td>
<td>69,930</td>
<td>59,715</td>
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<tr>
<td>Finance Costs</td>
<td>212</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property</td>
<td>391,241</td>
<td>385,306</td>
<td>316,194</td>
</tr>
<tr>
<td>Depreciation</td>
<td>52,823</td>
<td>42,000</td>
<td>44,853</td>
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<td>Loss on Disposal of Property, Plant and Equipment</td>
<td>1,780</td>
<td>-</td>
<td>2,248</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>1,497,029</td>
<td>1,420,215</td>
<td>1,406,253</td>
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<tr>
<td><strong>Net Surplus / (Deficit)</strong></td>
<td>(18,322)</td>
<td>(5,930)</td>
<td>18,648</td>
</tr>
</tbody>
</table>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.
Loburn School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2016

<table>
<thead>
<tr>
<th></th>
<th>Actual 2016</th>
<th>Budget (Unaudited) 2016</th>
<th>Actual 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 January</td>
<td>306,495</td>
<td>306,495</td>
<td>279,597</td>
</tr>
<tr>
<td>Total comprehensive revenue and expense for the year</td>
<td>(18,322)</td>
<td>(5,930)</td>
<td>18,648</td>
</tr>
<tr>
<td>Owner transactions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOE Contribution to Furniture &amp; Equipment</td>
<td>5,823</td>
<td>-</td>
<td>8,250</td>
</tr>
<tr>
<td>Equity at 31 December</td>
<td>293,996</td>
<td>300,565</td>
<td>306,495</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>293,996</td>
<td>300,565</td>
<td>306,495</td>
</tr>
<tr>
<td>Equity at 31 December 2016</td>
<td>293,996</td>
<td>300,565</td>
<td>306,495</td>
</tr>
</tbody>
</table>

The above Statement of Changes in Net Assets/Equity should be read with the accompanying notes.
Loburn School  
**Statement of Financial Position**  
As at 31 December 2016

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>Notes</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Cash Equivalents</td>
<td>9</td>
<td>$181,811</td>
<td>$165,811</td>
<td>$171,741</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>10</td>
<td>57,078</td>
<td>71,041</td>
<td>71,041</td>
</tr>
<tr>
<td>GST Receivable</td>
<td>11</td>
<td>11,856</td>
<td>6,655</td>
<td>6,655</td>
</tr>
<tr>
<td>Inventories</td>
<td>11</td>
<td>-</td>
<td>2,120</td>
<td>2,120</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>250,745</strong></td>
<td><strong>245,627</strong></td>
<td><strong>251,557</strong></td>
</tr>
</tbody>
</table>

| Current Liabilities | |  |
|---------------------|-------|
| GST Payable | - |
| Accounts Payable | 13 | 83,223 | 75,517 | 75,517 |
| Revenue Received in Advance | 14 | 3,000 | 7,210 | 7,210 |
| Provision for Cyclical Maintenance | 15 | 22,503 | - | - |
| Finance Lease Liability - Current Portion | 16 | 2,181 | - | - |
| Funds held for Capital Works Projects | 17 | - | 18,920 | 18,920 |
| Funds held on behalf of the LCC Cluster | 18 | 45,515 | 11,291 | 11,291 |
| **Total** |  | **156,422** | **112,938** | **112,938** |

<table>
<thead>
<tr>
<th>Working Capital Surplus or (Deficit)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>94,323</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-current Assets</th>
<th>Notes</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property, Plant and Equipment</td>
<td>12</td>
<td>242,931</td>
<td>253,009</td>
<td>253,009</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>242,931</strong></td>
<td><strong>253,009</strong></td>
<td><strong>253,009</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-current Liabilities</th>
<th>Notes</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provision for Cyclical Maintenance</td>
<td>15</td>
<td>39,304</td>
<td>85,133</td>
<td>85,133</td>
</tr>
<tr>
<td>Finance Lease Liability</td>
<td>16</td>
<td>3,954</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>43,258</strong></td>
<td><strong>85,133</strong></td>
<td><strong>85,133</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>293,996</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>293,996</td>
</tr>
</tbody>
</table>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.
Loburn School
Statement of Cash Flows
For the year ended 31 December 2016

<table>
<thead>
<tr>
<th>Cash flows from Operating Activities</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Grants</td>
<td>279,311</td>
<td>264,600</td>
<td>192,172</td>
</tr>
<tr>
<td>Locally Raised Funds</td>
<td>90,255</td>
<td>46,000</td>
<td>97,214</td>
</tr>
<tr>
<td>Goods and Services Tax (net)</td>
<td>(5,201)</td>
<td>-</td>
<td>(1,818)</td>
</tr>
<tr>
<td>Payments to Employees</td>
<td>(137,882)</td>
<td>(116,200)</td>
<td>(48,631)</td>
</tr>
<tr>
<td>Payments to Suppliers</td>
<td>(200,048)</td>
<td>(161,330)</td>
<td>(214,278)</td>
</tr>
<tr>
<td>Interest</td>
<td>630</td>
<td>3,000</td>
<td>3,067</td>
</tr>
<tr>
<td>Funds Administered on Behalf of Third Parties</td>
<td>15,304</td>
<td>-</td>
<td>738</td>
</tr>
<tr>
<td><strong>Net cash from / (to) the Operating Activities</strong></td>
<td><strong>42,369</strong></td>
<td><strong>36,070</strong></td>
<td><strong>28,464</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash flows from Investing Activities</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of PPE (and Intangibles)</td>
<td>(37,614)</td>
<td>(42,000)</td>
<td>(41,278)</td>
</tr>
<tr>
<td><strong>Net cash from / (to) the Investing Activities</strong></td>
<td><strong>(37,614)</strong></td>
<td><strong>(42,000)</strong></td>
<td><strong>(41,278)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash flows from Financing Activities</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contribution by the Ministry of Education - Furniture and Equipment Grant</td>
<td>5,823</td>
<td>-</td>
<td>3,831</td>
</tr>
<tr>
<td>Finance Lease Payments</td>
<td>(508)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net cash from Financing Activities</strong></td>
<td><strong>5,315</strong></td>
<td>-</td>
<td><strong>3,831</strong></td>
</tr>
</tbody>
</table>

| **Net increase/(decrease) in cash and cash equivalents** | **10,070** | **(5,930)**            | **(8,983)**   |

Cash and cash equivalents at the beginning of the year 171,741 171,741 180,724

Cash and cash equivalents at the end of the year 181,811 165,811 171,741

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been omitted.

The above Cash Flow Statement should be read in conjunction with the accompanying notes.
14 November 2017

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

Dear Sir/Madam,

Re: Application for assistance with the purchase of a dishwashing machine

Please find the enclosed application form and accompanying documents from the Rangiora Croquet Club requesting assistance with the purchase of a dishwashing machine for its clubrooms on the Millton Reserve, River Road.

The additional documentation includes the club’s financial statement for the March financial year 2016/17, its certificate of incorporation and a brief description of the work done to fit-out its clubrooms. The costing included in the application form is based on the price of a Classique Stainless Steel dishwasher available from McAlpines Mitre 10 in Southbrook.

Yours faithfully,

Mary Sparrow
For the Rangiora Croquet Club
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Rangiora Croquet Club Inc.
Address: River Road, Rangiora
Contact Person within Organisation: Mary Sparrow
Position within Organisation: Member of executive responsible for filing funding applications
Contact phone number: 03 312 6727 Email: hmsparrow@xtra.co.nz

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

Funds are sought to assist with the purchase of a dishwashing machine for the Rangiora Croquet Club’s kitchen.

What is the timeframe of the project? Immediate

Overall Cost of Project: $ 799.00 Amount Requesting: $ 500.00

How many people will directly benefit from this project? 40 - 50

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 80 % Woodend-Sefton 5 % Kaiapoi-Tuahiwi 5 % Oxford-Ohoka 10 %

Other (please specify): People from other Canterbury Croquet Clubs and elsewhere for inter-club competitions and other events

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?
Reducing the work for people on afternoon tea duty on club days and when hosting inter-club competition and other events, and ensuring that crockery is washed properly.

What is the benefit(s) to your organisation?
As above

What are the benefit(s) to the Rangiora-Ashley community or wider district?
The purchase of a dishwashing machine will allow the Club to complete the fit-out of its clubrooms.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)  
Yes [ ] No [X]
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:
The club has sought funds from a number of funding sources for various elements of the fit-out of its clubrooms, but has not requested funds from another source for the purchase of a dishwashing machine.

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 [X] No [ ]
If yes, please supply details:
In August/September 2016 the club applied for assistance with the purchase of competition standard croquet hoops needed as the club became involved with inter-club competitions in the 2016/17 playing season. The hoops that members use for club play are no of a sufficient standard for inter-club competition.

Enclosed  [X] 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: Mary Sparrow  
Date: 12 November 2017
2016/17 Income and expenditure

<table>
<thead>
<tr>
<th>Income</th>
<th>$</th>
<th>Expenditure</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subscriptions</td>
<td>7,766.00</td>
<td>Building fitout</td>
<td>28,421.04</td>
</tr>
<tr>
<td>Grants</td>
<td>26,013.15</td>
<td>Greens maintenance</td>
<td>3,282.28</td>
</tr>
<tr>
<td>Funds raised+</td>
<td>4,055.08</td>
<td>Mowers#</td>
<td>7,981.00</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>341.06</td>
<td>Sheds</td>
<td>2,165.90</td>
</tr>
<tr>
<td>Interest</td>
<td>565.42</td>
<td>Shelters</td>
<td>3,049.61</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>38,740.71</strong></td>
<td>Hoops</td>
<td>1,920.50</td>
</tr>
<tr>
<td>Affiliation</td>
<td></td>
<td></td>
<td>1,975.50</td>
</tr>
<tr>
<td>Legal expenses</td>
<td></td>
<td></td>
<td>835.00</td>
</tr>
<tr>
<td>Insurance ^</td>
<td></td>
<td></td>
<td>900.39</td>
</tr>
<tr>
<td>Administration</td>
<td></td>
<td></td>
<td>508.53</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>51,039.75</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

+ Funds raised includes the net sum from the Waimakariri District Council Survey i.e. the sum received $2175.48 less the payment of travel costs of $610 to reimburse some of the costs incurred by members who distributed questionnaires in rural areas.

# "Mowers" includes the cost of the greens mower of $5,000 and a small rotary mower of $481.00 to maintain the surrounding area.

^ The insurance expenses is the net sum paid by the Rangiora Croquet Inc. after the deduction of the sum received from Table Bowls as their contribution to the cost of insuring the building.

<table>
<thead>
<tr>
<th>$</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balance:</td>
<td></td>
</tr>
<tr>
<td>Hartland account</td>
<td>16,207.41</td>
</tr>
<tr>
<td>Simple saver account</td>
<td>13,213.91</td>
</tr>
<tr>
<td>Cheque account</td>
<td>601.97</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>38,740.71</strong></td>
</tr>
<tr>
<td>Plus income received</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>68,764.00</strong></td>
</tr>
<tr>
<td>Less expenditure</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>51,039.75</strong></td>
</tr>
<tr>
<td>Closing balance</td>
<td></td>
</tr>
<tr>
<td>Hartland account</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Simple saver account</td>
<td>246.70</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7,477.55</strong></td>
</tr>
</tbody>
</table>
Grants received: 2016/17

Southern Trust $ 5,874.00 - Kitchen joinery and materials for shelters
Rata Foundation $10,000.00 - Installation of insulation batts and lining, and painting the ceiling
Air Rescue and Community Services Trust $ 5,000.00 - Plumbing and gas fitting, including toilet and vanity unit
Foodstuffs Community Trust $ 2,699.15 - Heat pump
Pub Charities $ 1,640.00 - Occasional tables
Rangiora Community Board – Waimakariri District Council $ 800.00 - Grants of $300 and $500 towards the purchase of two sets of hoops.

Total $26,013.15

Note: The purchase of the greens mower and one shed was funded from a grant of $10,000 from the Southern Trust, received in 2015/16 and carried over into the 2016/17 financial year.

The grants from the Rangiora Community Board were both received during the Club’s March financial year 2016/17, but one for $300.00 was received during the Council’s June financial year 2015/16 and the other for $500.00 was received during the Council’s 2016/17 June financial year.

Funds raised: 2016/17

Waimakariri District Council surveys $1,565.48
Quiz Evening $1,552.00
Raffles $457.60
Tournament $480.00
Total $4,055.08
Background to request for assistance with the purchase of a dishwashing machine

As stated in our application form, the purchase of a dishwashing machine for our clubrooms kitchen will complete the fit-out of our section of the TotalSpan building that we share with Table Bowls on the Milton Reserve, River Road.

Following the opening of our greens on 21 November 2015, work on the fit-out of the clubrooms began during the winter of 2015 and with the exception of the floor covering and the acquisition of a dishwashing machine the fit-out is now complete. The photographs below were taken in June 2016.

The Rangiora Croquet Club has obtained funds from various sources to assist with the fit-out and a considerable amount of work has been done by members, particularly the assembling of a kit-set kitchen and painting the walls. We have called on tradespeople to do the work that requires professional input such as plumbing and gas fitting, and to install the batts on the ceiling and the paint of it. The photographs show the interior of the clubrooms as they are today.
In the last week, we have received advice from the Southern Trust that our application for $3,100.00 for the purchase and installation of a floor covering suitable for playing indoor croquet has been successful. To set up our clubrooms for indoor croquet we are also committed to contribute approximately a further $1,000.00 to purchase and install the equipment and in equivalent members' time. With the completion of this phase of the Club's development, it will be able to offer opportunities for members of the community to play another sport in winter time. It will also mean that our clubrooms that are open on club days and inter-club competition at least four days a week during the outdoor playing season from September to April, will now be in use 12 months of the year.

Both association croquet, the older form of the game, and golf croquet the shorter more recently developed form are played indoors. Indoor croquet involved playing on an area 12 feet by 9 feet with hoops laid out in the same pattern as on an outdoor green. The hoops are significantly smaller as are the balls which are the same size as billiard balls, with the size and weight of mallets in proportion to the remainder of the equipment. We will be installing two indoor croquet "courts".

The following photographs are of members of the Rangiora Croquet Club playing indoor croquet at the St James Club, Papanui, during the winter of 2016, when new members of the Rangiora Croquet Club were introduced to indoor croquet.
CERTIFICATE OF INCORPORATION

RANGIORA CROQUET CLUB INCORPORATED

2573701

RANGIORA CROQUET CLUB INCORPORATED is incorporated under the Incorporated Societies Act 1908 this 16th day of January 2013.

Neville Harris

Registrar of Incorporated Societies
29th September, 2017

Dear Sir/Madam

Please find enclosed an application from SeniorNet North Canterbury for a Community Board discretionary grant.

The project concerned is to make older adults aware of the courses and workshops which SeniorNet can offer. We have discovered that any promotion of SeniorNet has resulted in a significant number of “seniors” who wish to learn basic computer skills, or develop the skills they already possess. Increased digital literacy enables them to communicate with others more fully, opens up new leisure possibilities, and gives access to wider knowledge through the internet. We wish to promote SeniorNet to meet a proven need in our community.

SeniorNet North Canterbury has a well-equipped ‘learning centre’ in King Street, and a team of tutors offering a variety of courses and workshops, as well as a monthly “frequently asked questions” session, and specialised interest groups.

With our application we enclose current financial information about SeniorNet. The term deposit on the balance sheet is ear-marked for replacing computers as needed.

Thank you for considering this application.

Yours sincerely

Barry Harkness
For SeniorNet North Canterbury
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: SENIORNET NORTH CANTERBURY

Address: 178 KING STREET, RANGIORA 7400

Contact Person within Organisation: BARRY HARKNESS

Position within Organisation: TREASURER

Contact phone number: (3) 327 7841 Email: harknessab@xtra.co.nz

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

The grant will be used to promote the courses, workshops, and events offered by SeniorNet —
* Advertising in local papers, Compass FM, etc.
* Preparation of display material for use at community events
* Printing leaflets, available in places

What is the timeframe of the project? 1 YEAR

Overall Cost of Project: $500 — Amount Requesting: $500 —

How many people will directly benefit from this project? UNKNOWN

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 50 % Woodend-Sefton 10 % Kaiapoi-Tuahiwi 30 % Oxford-Ohoka 10 %

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?

YES - TO A LIMITED EXTENT, TAKING ADVANTAGE OF NO COST OR LIMITED COST AVENUES OF PROMOTION
RANGIORA-ASHLEY COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

THE DEVELOPMENT OF DIGITAL LITERACY IN OLDER ADULTS, FACILITATING COMMUNICATION, ACCESS TO INFORMATION (INTERNET) HOBBIES (E.G. GENEALOGY), ETC.

What is the benefit(s) to your organisation?

FULLER USE OF THE FACILITIES AT THE "LEARNING CENTRE" 178 KING STREET

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

UPSKILLING OF OLDER PEOPLE, ENHANCING THEIR INVOLVEMENT IN THE COMMUNITY.

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

If yes, name of parent group

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

[SENIORNET NC IS AFFILIATED TO THE FEDERATION OF NZ SENIORNET SOCIETIES]

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 FOR THIS PROJECT. (IT IS APPLYING TO THE RAIA FOUNDATION FOR ASSISTANCE WITH OPERATING 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:

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: Date: 29/9/17
SeniorNet North Canterbury

INCOME AND EXPENDITURE FOR YEAR ENDED 31st MARCH 2017

<table>
<thead>
<tr>
<th>Income</th>
<th>2016/17</th>
<th>2015/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subscriptions</td>
<td>2,420.00</td>
<td>2,535</td>
</tr>
<tr>
<td>Course Fees</td>
<td>2,478.50</td>
<td>1,570</td>
</tr>
<tr>
<td>Raffles</td>
<td>420.40</td>
<td>330</td>
</tr>
<tr>
<td>Learner Hours (SN Federation)</td>
<td>720.00</td>
<td>1,104</td>
</tr>
<tr>
<td>Luncheon</td>
<td>585.00</td>
<td>0</td>
</tr>
<tr>
<td>Flight Simulator Group</td>
<td>235.00</td>
<td>201</td>
</tr>
<tr>
<td>Geneology Group</td>
<td>129.00</td>
<td>76</td>
</tr>
<tr>
<td>Donations</td>
<td>20.00</td>
<td>10</td>
</tr>
<tr>
<td>Sales: pcs, pendrives</td>
<td>110.00</td>
<td>0</td>
</tr>
<tr>
<td>Sundries</td>
<td>2.00</td>
<td>0</td>
</tr>
<tr>
<td>Interest</td>
<td>425.88</td>
<td>597</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>7,545.78</strong></td>
<td><strong>6,423</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>2016/17</th>
<th>2015/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td>3,000.00</td>
<td>3,000</td>
</tr>
<tr>
<td>Telephone and Internet</td>
<td>1,291.56</td>
<td>1,669</td>
</tr>
<tr>
<td>Computer Servicing</td>
<td>505.00</td>
<td>0</td>
</tr>
<tr>
<td>Course Expenses</td>
<td>722.40</td>
<td>259</td>
</tr>
<tr>
<td>Consumables</td>
<td>200.15</td>
<td>272</td>
</tr>
<tr>
<td>Catering</td>
<td>195.10</td>
<td>319</td>
</tr>
<tr>
<td>Raffle Costs</td>
<td>31.36</td>
<td>220</td>
</tr>
<tr>
<td>Electricity and Security</td>
<td>724.16</td>
<td>1,041</td>
</tr>
<tr>
<td>Federation Subscription</td>
<td>393.00</td>
<td>130</td>
</tr>
<tr>
<td>Federation AGM</td>
<td>0.00</td>
<td>167</td>
</tr>
<tr>
<td>Computers</td>
<td>5,312.00</td>
<td>0</td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>420.86</td>
<td>0</td>
</tr>
<tr>
<td>Centre Equipment</td>
<td>119.48</td>
<td>290</td>
</tr>
<tr>
<td>Luncheon</td>
<td>585.00</td>
<td>0</td>
</tr>
<tr>
<td>Advertising</td>
<td>149.50</td>
<td>260</td>
</tr>
<tr>
<td>Insurance</td>
<td>371.05</td>
<td>417</td>
</tr>
<tr>
<td>Charities Commission</td>
<td>0.00</td>
<td>0</td>
</tr>
<tr>
<td>Audit Fees</td>
<td>0.00</td>
<td>290</td>
</tr>
<tr>
<td>Rang. Methodist Hall Hire</td>
<td>0.00</td>
<td>36</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>94.51</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>14,115.13</strong></td>
<td><strong>8,390</strong></td>
</tr>
</tbody>
</table>

Surplus/Loss before Depreciation

-6,569.35  
-1,967

Depreciation

1,129.49  
619

Surplus/Loss for Year

-7,698.84  
-2,586
SeniorNet North Canterbury

STATEMENT OF FINANCIAL POSITION AS AT 31st MARCH 2017

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>This Year</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>BNZ Cheque account</td>
<td>2,951.44</td>
<td>944</td>
</tr>
<tr>
<td>BNZ Term Deposit account</td>
<td>5,179.31</td>
<td>13,756</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>8,130.75</td>
<td>14,700</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fixed Assets</th>
<th>This Year</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computers</td>
<td>4,842.20</td>
<td>541</td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>618.46</td>
<td>398</td>
</tr>
<tr>
<td>Learning Centre (other)</td>
<td>339.99</td>
<td>267</td>
</tr>
<tr>
<td><strong>Total Fixed Assets</strong></td>
<td>5,800.65</td>
<td>1,206</td>
</tr>
</tbody>
</table>

**Total Assets**                | 13,931.40 | 15,906    |

<table>
<thead>
<tr>
<th>Equity</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Equity</strong></td>
<td>$ 13,931.40</td>
<td>15,906</td>
</tr>
</tbody>
</table>

**Statement of Movements in Equity**

<table>
<thead>
<tr>
<th></th>
<th>This Year</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Equity</td>
<td>15,906.15</td>
<td>18,202</td>
</tr>
<tr>
<td>Purchases - Fixed Assets</td>
<td>5,724.09</td>
<td>290</td>
</tr>
<tr>
<td>Surplus/(Deficit) for Year</td>
<td>-7,698.84</td>
<td>-2,586</td>
</tr>
<tr>
<td><strong>Closing Equity</strong></td>
<td>$ 13,931.40</td>
<td>15,906</td>
</tr>
</tbody>
</table>

Kay Penwell (President)

Barry Harkness (Treasurer)

SeniorNet North Canterbury
SeniorNet North Canterbury

Financial Statements for the Year Ended 31 March 2017

STATEMENT OF ACCOUNTING POLICIES

Reporting Entity
SeniorNet North Canterbury is affiliated to The Federation of New Zealand SeniorNet Societies Inc. SeniorNet North Canterbury is also registered as a charity with the Charities Commission. The financial statements have been prepared in accordance with generally accepted accounting practice.

Measurement Base
The measurement base adopted is that of historical cost. Accrual accounting has not been used.

Specific Accounting Policies
a) Taxation
As a registered charity under the Charities Act 2005 SeniorNet North Canterbury is exempt from taxation.

b) Goods and Services Tax
SeniorNet NC is not GST registered. The financial statements have been prepared stating all income and expenditure items inclusive of GST.

c) Fixed Assets
SeniorNet North Canterbury owns computers, computer equipment, and office equipment which is recorded in the statement of financial position for the first time. (See attached schedule)

Changes in Accounting Policies
There have been no changes in accounting policies. All policies have been applied on bases consistent with those used last year.
<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>$2,510.00</td>
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<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>$2,120.00</td>
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<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
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<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>-</td>
<td>$1,620.00</td>
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<td>April</td>
<td>Kairi Art Expo and Schools Art Expo</td>
<td>$500</td>
<td>$300.00</td>
<td>$1,320.00</td>
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<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple TV box</td>
<td>$500</td>
<td>$500.00</td>
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<td>September</td>
<td>The Woodpecker Community Trust</td>
<td>$500</td>
<td>$600.00</td>
<td>$220.00</td>
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<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>$9,010.00</td>
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<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>$9,010.00</td>
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<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>$8,510.00</td>
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<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td>-</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>towards 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>
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<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>
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<td>Month</td>
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<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
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<td>November</td>
<td>Cust-West Eyerton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
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<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
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<td>February</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
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<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>
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<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>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
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<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
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<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
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<td>April</td>
<td>North Canterbury Model Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
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<td>June</td>
<td>Cust Bowling Club</td>
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<td>$500.00</td>
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<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</td>
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<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
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<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</td>
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<tr>
<td>Month</td>
<td>Organization</td>
<td>Purpose</td>
<td>Amounts</td>
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<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springston Trphy event</td>
<td>$500 $500.00 $3,710.00</td>
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<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>
<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>$500.00 $500.00 $2,934.00</td>
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<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children’s day for future promotional purposes and archival records</td>
<td>$75.00 $75.00 $2,859.00</td>
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<td>February</td>
<td>Community Wellbeing North Canterbury Trust/Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43 $327.43 $2,531.57</td>
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<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75 $235.75 $2,295.82</td>
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<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500 $500.00 $1,795.82</td>
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<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00 $100 $1,695.82</td>
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<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00 $250 $1,445.82</td>
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<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00 $200 $1,245.82</td>
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<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00 $300</td>
<td></td>
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<tr>
<td>June</td>
<td>KHS CACTUS Programme</td>
<td></td>
<td>$500.00 $945.82</td>
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<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>$500.00 $250.00 $4,060.00</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>
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<tr>
<td>July/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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<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>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 $250.00 $3,060.00</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 $250.00 $2,810.00</td>
<td></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 $450.00 $2,360.00</td>
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<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 $235.75 $2,124.25</td>
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<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500 $500.00 $1,624.25</td>
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<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491 $491.00 $1,133.25</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500 $500 $633.25</td>
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</table>

**Total** $4,310.00
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<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
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</thead>
<tbody>
<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$ 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>
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<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>To purchase name badges for the committee members</td>
<td>$ 300.00</td>
<td>$ 300.00</td>
<td>$ 2,210.00</td>
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<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>
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<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>
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<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>
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<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>To 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>
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<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>
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</table>

**Woodend-Ashley Community Board 10.138.100.2410**

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<tr>
<th>Running Balance</th>
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<td>$ 6,120.00</td>
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<td>July</td>
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</table>

**Total** | $6,120.00 |
<table>
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<tr>
<th>Month</th>
<th>Organisation</th>
<th>Purpose</th>
<th>Amounts</th>
<th>Total</th>
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</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</td>
<td>$500.00</td>
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<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</td>
<td>$500.00</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</td>
<td>$250.00</td>
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<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of <em>PastPerfect</em> (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$500.00</td>
<td>$500.00</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</td>
<td>$500.00</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</td>
<td>$350.00</td>
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<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</td>
<td>$500.00</td>
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<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</td>
<td>-</td>
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<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</td>
<td>$500.00</td>
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<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$500.00</td>
<td>$500.00</td>
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<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amounts</td>
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<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>
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<td>$200.00</td>
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<td>$1,323.20</td>
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<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>
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<td></td>
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<td>$198.44</td>
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<td>$1,124.76</td>
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<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>
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<td>$3,860.00</td>
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<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00</td>
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<td>$3,610.00</td>
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<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>
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<td>$3,360.00</td>
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<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>
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<td>$3,110.00</td>
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<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>
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<td>$2,860.00</td>
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<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>
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<td>$2,610.00</td>
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<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00</td>
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<td>$250.00</td>
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<td>$2,360.00</td>
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<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00</td>
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<td>$250.00</td>
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<td>$2,110.00</td>
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<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>
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<td>$250.00</td>
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<td>$1,860.00</td>
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<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>
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<td>$250.00</td>
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<td>$1,610.00</td>
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<tr>
<td>Date</td>
<td>Organisation</td>
<td>Description</td>
<td>Amounts</td>
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<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>
<td></td>
</tr>
<tr>
<td>April/May</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>$500.00</td>
<td></td>
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<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00 $250.00 $1,110.00</td>
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<tr>
<td></td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
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<tr>
<td>April/May</td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
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<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>
<td></td>
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<tr>
<td>April/May</td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
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</tr>
<tr>
<td>April/May</td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
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<tr>
<td>April/May</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
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<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00 $250.00 $235.10</td>
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</tr>
<tr>
<td>April/May</td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens’ participation</td>
<td>$500.00 $250.00</td>
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<tr>
<td></td>
<td>Under Our Feet</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
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<td>Charitable Trust</td>
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</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).

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board cannot fund:</th>
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<tbody>
<tr>
<td>✗ Wages</td>
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<tr>
<td>✗ Debt servicing</td>
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<tr>
<td>✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)</td>
</tr>
<tr>
<td>✗ Stock or capital market investment</td>
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<tr>
<td>✗ Gambling or prize money</td>
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<tr>
<td>✗ Funding of individuals (only non-profit organisations)</td>
</tr>
<tr>
<td>✗ Payment of any legal expenditure or associated costs</td>
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<tr>
<td>✗ Purchase of land and buildings</td>
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<tr>
<td>✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests</td>
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<tr>
<td>✗ Payment of fines, court costs or mediation costs, IRD penalties</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board can fund:</th>
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<tbody>
<tr>
<td>✔ New equipment</td>
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<tr>
<td>✔ Toys/educational aids</td>
</tr>
<tr>
<td>✔ Sporting equipment</td>
</tr>
<tr>
<td>✔ Safety equipment</td>
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<tr>
<td>✔ Costs associated with events</td>
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<tr>
<td>✔ Community training</td>
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</tbody>
</table>
Criteria for application

- Grant applications will be considered every second month by the Rangiora-Ashley Community Board: July, September, November 2017 and February, April, June 2018. 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 2017 to June 2018) 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 Rangiora-Ashley community.

- 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:

Governance Advisor
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.
Groups Applying for Board Discretionary Grants 2017/2018

Name of Group: 

Address: 

Contact Person within Organisation: 

Position within Organisation: 

Contact phone number: Email: 

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

What is the timeframe of the project?

Overall Cost of Project: $ Amount Requesting: $ 

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 % Woodend-Sefton % Kaiapoi-Tuahiwi % 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?
What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

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

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

Yes  No

If yes, name of parent group

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

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

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:  Date:
1. SUMMARY

1.1. The purpose of this report is for the Board to ratify the appointment of Board member Murray Clarke to the Waimakariri Access Group (WAG).

Attachments

i. Letter of invitation from the Waimakariri Access Group (Trim 171027116507).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 171122126749.

(b) Ratifies the appointment of Board Member Murray Clarke as the Board’s representative and liaison person to the Waimakariri Access Group.

3. ISSUES AND OPTIONS

3.1. The WAG is a voluntary group of people with a high level of expertise in the area of accessibility issues in the community. The WAG is an advisory group to the Council on accessibility issues.

3.2. The purpose of the group is to promote access to public places and facilities in the district and a barrier free environment for all people in the community by:

- identifying factors in the social and physical environments in the District which restrict people from carrying our normal activities
- being a point of contact for people with concerns about mobility and/or access in public places in the district
- supporting and upholding the function and requirements of the NZ Disability Strategy, The Maori Disability Action Plan, The Convention of the Rights of People with Disabilities and the local Waimakariri District Council Accessibility Strategy
- providing appropriate training on disability and accessibility issues and
• working collaboratively with the Council providing expertise and experience with accessibility issues both environmental and attitudinal.

3.3. The Board received the group’s letter of invitation at its meeting of 8 November 2017 and decided to appoint member Murray Clarke and that this be ratified by way of a formal report at the Board’s 13 December 2017 meeting.

3.4. All Community Boards have been invited to appoint a representative to the group.

3.5. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Not sought.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. There are no financial implications or risks associated with this appointment.

6. CONTEXT

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

6.2. Legislation
The Board has delegated authority for such matters.

6.3. Community Outcomes

6.3.1 There are wide ranging opportunities for people to contribute to the decision making of public organisations that affect our District.

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

Edwina Cordwell
Governance Advisor
The Chairperson 
Rangiora - Ashley Community Board
3 Golding Avenue
Rangiora
7400

14/10/17

Dear Mr Gerard

The Waimakariri Access Group is a voluntary group of people with a high level of expertise in the area of accessibility issues in the community.

The Waimakariri Access Group (WAG) is a group that advises the council on accessibility issues in the district.

The purpose of the Group is to:
Promote access to public places and facilities in the district and a barrier free environment for all people in the community by:

1) Identifying factors in the social and physical environments in the District which restrict people from carrying out normal activities.
2) Being a point of contact for people with concerns about mobility and/or access in public places in the district.
4) Provide appropriate training on disability and accessibility issues
5) Work collaboratively with the council providing expertise and experience with accessibility issues both environmental and attitudinal.

We would like to invite a person from your board to attend our meetings so we can work together towards a fully inclusive barrier free environment for all people in the community. Our meetings are held on the second Tuesday of the Month at 11 am at the Meeting Room at the Council. Our next meeting is on November 14th.

Yours sincerely

Jill Waldron
Rangiora Table Bowls
Ruiter Rd
27th Sept 2017

Waimakariri Community Board.

As the Table Bowls Club have several Vans + Cars dropping their people off, who have various disabilities, we would like to apply to the board and ask if you could help these people by sealing the Resthome parking + disabled parking area in front of our building. This area is used most days of the week enabling older folk to have some enjoyment in life.

Hoping you will be able to help us.

Yours faithfully

Table Bowls
Pauline Kruker 03 482 6161
Chairperson

P.S. The area concerned is approximately

14.7m x 6.7m.
WAIMAKARIRI DISTRICT COUNCIL

MEMO

FILE NO AND TRIM NO: EXT-01-08/171127128507
DATE: 24 November 2017
MEMO TO: Council and all Community Boards
FROM: Kathy Graham, Journey Planner/Road Safety Co-ordinator
SUBJECT: Termination of 960 Rangiora to Airport/Hornby bus service

Purpose of Memo:
This memo is to advise Council and Community Board members of plans to discontinue the 960 Rangiora to Airport/Hornby bus service from Friday 22nd December 2017 as a result of poor patronage.

Summary:
The 960 Rangiora – Airport/Hornby bus service was part of a range of measures introduced to reduce congestion on the northern corridor.

The service was targeted specifically at commuter patronage and consisted of 3 x am-peak services, departing Rangiora at 5.30am, 6.30am and 7am, returning in the pm-peak departing Hornby at 4.20pm, 4.50pm and 5.20pm.

Unfortunately, the 960 Rangiora-Airport/Hornby service has failed to attract sufficient sustainable patronage, averaging around 4 passengers a day so Environment Canterbury have made the decision to discontinue the service.

Rangiora commuters who wish to access the Airport and Hornby via public transport will still be able to do so by utilising the Blue Line from Rangiora and transferring to the 125 service at Papanui. This will add an extra 20-25 minutes approximately to the journey due to the additional connecting stop.

The Blue Line peak time frequency was increased as part of the earlier changes to ten-minute frequencies which will assist to minimise the impact of the longer journey time for Hornby/Airport commuters.

Environment Canterbury will be advising 960 Rangiora to Airport/Hornby bus passengers Tuesday afternoon 28 November or Wednesday, 29 November 2017 by way of flyers on the buses and a media release will also be distributed that same day. The service will be discontinued on Friday 22nd December 2017.

Background:
In 2014 increasing traffic congestion from Waimakiriri into the city, resulting from unprecedented population growth brought together Waimakariri District Council, NZ Transport Agency, ECAN, and Christchurch City Council together to look at a range of potential solutions.

Action was required as this congestion resulted in unreliable journey times that had a negative impact on people and businesses in the district. As a result, a number of short-term initiatives were agreed upon, and included improvements to the public transport services to and from the Waimakariri district as well as improved infrastructure to support those services.
The 2013 Census showed around 1000 people travelled from the Waimakariri District to the Airport/Russley area and around 700 to the Hornby area.

In mid-2015 ECAN consulted with Waimakariri residents on proposed changes to the services, including:

- increasing the frequency of bus services at peak times
- altering some existing routes to improve coverage
- **introducing a new commuter service that would travel from Rangiora to Hornby via Christchurch International Airport**
- moving the Pegasus/Woodend/Waikuku shuttle to help make the route more direct
- Park and ride facilities in Rangiora and Silverstream

Consultation results:
316 submissions in total were received, including from Kaiapoi, Rangiora, Woodend/Ashley Community Boards, and CDHB.

- 40% (126) were in support of Option A (Blue Line running through Silverstream)
- 23% (72) were in support of Option B (Blue Line unchanged)
- 37% (114) did not specify a preference
- Strong support for additional express services morning and afternoon
- **Strong support for increased frequency of the Waimakariri shuttle and 95 route Airport/Hornby service**
- Generally positively received

The new 960 Rangiora-Airport/Hornby service was introduced on 25 July 2016. This service was not dependent on the Main North Road/Chaney’s bus priority lane improvements as it utilised the northern motorway from Tram Road.

Due to delays in the installation of the Main North Road/Chaney’s bus priority lane the introduction of the new services (Blue Line and 95 routes) did not commence until early April 2017.

Attachments:

i. Draft Media Release from Environment Canterbury (Doc 171127128505)
ii. Passenger Service Cancellation Flyer (Doc 171127128510)

Kathy Graham
Journey Planner/Road Safety Co-ordinator
Change ahead for Rangiora bus service

Due to low patronage, a bus service that runs from Rangiora to the Airport and Hornby (960) will stop operating on December 22.

The service consists of three trips from Rangiora to the Airport and Hornby on weekday mornings, and three trips back to Rangiora in the afternoon.

Environment Canterbury public transport manager Edward Wright said, "We understand that this change will affect the passengers who currently take the 960, but we’re happy that we have an alternative option for them to continue using public transport. Earlier this year we increased the frequency of the Blue line from Rangiora to the city to run at ten-minute intervals during peak times."

After December 22, the small number of passengers who currently take the 960 can instead take the Blue line. Anyone who needs to carry on to the Airport and Hornby can change from the Blue line to the 125 at Papanui.

“We encourage current 960 passengers to try the Blue line and 125 moving forward, or to consider alternative options such as carpooling, to continue helping to keep traffic congestion down,” said Wright.

Passengers impacted by this change can use the Journey Planner tool at metroinfo.co.nz from December 23 to see alternative routes available to them, or they can contact Metro Info at metro@ecan.govt.nz or 03 366 8855.
Important passenger information

Due to low patronage on this bus service, the 960 will no longer operate.

The last day of operation will be Friday 22 December 2017.

We understand this change will affect you. To travel to the airport or Hornby in the future, you might like to consider taking the Blue Line to Northlands Mall, then transferring to the 125 Redwood – Westlake service. You might also like to consider carpooling as an option – see smarttravel.org.nz for more information.

If you need help planning your trips after Friday 22 December, please call our Metroinfo team on 03 366 8855 or email metro@ecan.govt.nz.
1. SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT / MEETING</th>
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<tbody>
<tr>
<td>30 October</td>
<td>Meeting: Board Chairs, Mayor and Oxford-Ohoka Community Board member T Robson re Youth Scholarships</td>
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<tr>
<td>1 November</td>
<td>Time Bank</td>
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<tr>
<td>3 November</td>
<td>District Licensing Committee(DLC) applications</td>
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<tr>
<td>4 November</td>
<td>North Canterbury Musical Production</td>
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<tr>
<td>8 November</td>
<td>Meeting Edwina Cordwell re Rangiora Ashley Community Board</td>
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<tr>
<td>12 November</td>
<td>Walk Rangiora Race Course: Motor Neurone Fundraiser (In memory of Councillor Peter Allen)</td>
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<tr>
<td>14 November</td>
<td>Rangiora Community Networking Forum</td>
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<td>Speak to SeniorNet</td>
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<td>22 November</td>
<td>DLC Training Lincoln</td>
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<tr>
<td>23 November</td>
<td>Meeting re Roading Gerard Cleary and Dan Gordon</td>
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<td>Rangiora Celebration night</td>
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<td>Turn on the High Street Feature Lights</td>
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<td>24 November</td>
<td>DLC Hearing</td>
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<td>25 November</td>
<td>Friends of the Town Hall Movie Screening</td>
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<td>27 November</td>
<td>NZTA Ashley to Belfast Drop in Woodend Community Centre</td>
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<td>29 November</td>
<td>RPA Last Wednesday Club</td>
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<td></td>
<td>Candidates Meeting</td>
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<tr>
<td>3 December</td>
<td>Ford Trophy Cricket at Mainpower Oval</td>
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</table>

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 171204131177

Jim Gerard QSO
CHAIRPERSON