

Agenda

Woodend-Sefton Community Board

Monday 14 July 2025

5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson



WAIMAKARIRI
DISTRICT COUNCIL

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WOODEND-SEFTON COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 14 JULY 2025 AT 5.30PM.

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

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3.1	<u>Minutes of the Woodend-Sefton Community Board Meeting – 9 June 2025</u>	7-14
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Confirms , as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board Meeting held on 9 June 2025.	
3.2	<u>Matters Arising (from minutes)</u>	
3.3	<u>Notes of the Woodend-Sefton Community Board Workshop– 9 June 2025</u>	15-16
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Receives , the circulated Notes of the Woodend-Sefton Community Board workshop, held on 9 June 2025.	
4	<u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u>	
	Nil.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 REPORTS

6.1 Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget – Kay Rabe (Governance Advisor)

17-27

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250618110792.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,640, with a carry forward from the 2024/25 financial year to be reported back in August 2025.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,980, with a carry forward from the 2024/25 financial year of \$2,875, bringing the total to \$9,855.
- (d) **Approves** the Board's Draft Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's Draft Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

6.2 Application to the Woodend-Sefton Community Board's 2025/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)

28-44

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250618110653.
- (b) **Approves** a grant of \$......to the Woodend Netball Club towards hosting the end-of-season prize-giving.

OR

- (c) **Declines** the application from the Woodend Netball Club.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairpersons Report for June 2025

45-46

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250707122766).

9 **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 4 June 2025.**
- 9.2. **Rangiora-Ashley Community Board Meeting Minutes 11 June 2025.**
- 9.3. **Kaipoi-Tuahiwi Community Board Meeting Minutes 16 June 2025.**
- 9.4. **Bylaw Programme Update June 2025 – Report to Council Meeting 3 June 2025 – Circulates to all Boards**
- 9.5. **Stock Movement Bylaw 2020 Review – Report to Council Meeting 3 June 2025 – Circulates to all Boards**
- 9.6. **Section 155 Report for Review of Signage Bylaw 2019 – Report to Council Meeting 3 June 2025 – Circulates to all Boards.**
- 9.7. **Health, Safety and Wellbeing Report April 2025 to Current – Report to Council Meeting 3 June 2025 – Circulates to all Boards.**
- 9.8. **190 High Street Bin Storage Issues and Options – Report to Utilities and Roading Committee Meeting 17 June 2025 – Circulates to all Boards.**
- 9.9. **Infrastructure Resilience Fun Proposed Projects for 2025/26 and Work Plan Following the May 2025 Flood Event – Report to Utilities and Roading Committee Meeting 17 June 2025 – Circulates to all Boards.**
- 9.10. **Adoption of the Annual Plan 2025/2026 – Report to Council Meeting 17 June 2025 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.10.

Note:

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

10 **MEMBERS' INFORMATION EXCHANGE**

47-48

10.1 **Rhonda Mather**

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

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

11 **CONSULTATION PROJECTS**

Nil.

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 1 July 2025: \$9,855.

12.2 **General Landscaping Budget**

Balance as at 1 July 2025: \$14,640, carry forward to be determined.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 11 August 2025 at the Woodend Community Centre, School Road, Woodend.

Workshop

- *Woodend Pegasus Area Strategy – Dianna Caird (Senior Policy Analyst) – 30 minutes*
- *Members Forum*

MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 9 JUNE 2025 AT 5.30PM.

PRESENT

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

IN ATTENDANCE

Mayor D Gordon

K LaValley (General Manager Planning, Regulation and Environment), G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), J Recker (Stormwater and Waterways Manager), G Stephens (Design and Planning Team Leader), J Mason (Greenspace Landscape Architect) and C Fowler-Jenkins (Governance Support Officer).

There were five members of the public present.

1 APOLOGIES

Moved: S Powell Seconded: B Cairns

THAT an apology or absence be received and sustained from I Fong.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts recorded.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 12 May 2025

Moved: R Mather Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board Meeting held on 12 May 2025.

CARRIED

3.2 Matters Arising (from minutes)

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop– 12 May 2025

Moved: R Mather Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives**, the circulated Notes of the Woodend-Sefton Community Board workshop, held on 12 May 2025.

CARRIED

4 **DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

4.1 **John Vanderburg and Angela Bairati – Pegasus Youth Space**

J Vanderburg spoke to the Board noting that he and A Bairati wanted to have a say on what was going to happen with the Pegasus Youth space. He stated that they were not against the playground activities, however, they did have some suggestions about the location of the proposed activities. He commented it was good that the youth had their say in the survey and were happy that adults as the ratepayers would also get their say. They lived opposite the Maungatere Reserve and their preferred option was a centralised location regardless of the activities that would be entertained. They believed that the location at Karen Eastwood Park / Waikati Reserve was the best location for the following reasons:

- It was a central location within Pegasus, close to the existing playground.
- There was low impact on nearby residents compared with other sites.
- It was favoured by youth with proximity to the lake and key gathering areas.
- There was existing infrastructure such as parking, toilets and benches.
- It was close to local businesses, promoting community vitality and supporting local businesses.

J Vanderburg stated that he was opposed to the location of Maungatere Reserve, which was mentioned as options for the flying fox and gaga dodgeball. They were opposed for the following reasons:

- Isolated on Pegasus' fringe, fragmenting resources, and wasting the chance to enrich Pegasus' centre.
- It was located in a strictly residential zone.
- It already served as a valued green space for walking, jogging and dog walking.
- The environmental impact on the neighbourhood in terms of visual and noise pollution affecting privacy.
- The risk of becoming a night-time hangout.
- It lacked dedicated parking, paths, toilets and other amenities.
- It had close proximity to Hurunui Reserve (200 metres), which already had a playground.

B Cairns asked if the deputation had lobbied their neighbours in regard to their concerns. J Vanderburg noted they had spoken with one of their neighbours who had liaised with others so there was some support for these concerns.

The Chair thanked the presenters for their deputation.

4.2 **Tony Hall – Waikuku Beach Flooding**

T Hall spoke to the Board noting he was representing a group of property owners at Waikuku Beach who were concerned about the downstream effects of the Stokes development. He suggested that no new development should be at the expense of an existing community, which he believed it would be. The development would exacerbate further existing issues of flooding around Waikuku Beach brought on by additional flows of water into the Taranaki Stream as a result of both the Pegasus development and Ravenswood. T Hall was aware there had been times where the floodgates had not operated in the way that they should and had caused significant upset in Waikuku Beach.

He had read a Council report where the downstream effects were considered however it acknowledged that Stokes had not completed the plan for downstream effects. He also read the cultural report to the Stokes development, which was described as preliminary, nonspecific and non-exhaustive therefore it would be interesting when it got to detail how the development looked at the requirements for the Taranaki Stream given it was a valuable Mahinga Kai resource for Ngai Tahu. In some of the recommendations within the report it

mentioned that there would be a requirement for a larger culvert to cope with flooding. Residents' contention would be that it should not be enlarged, that was an acknowledgment that there would be more water flowing in the Taranaki Stream and if there was it should be held west of the Main Road and then released at a timely fashion. The environmental report for this said that the emissions of the development once completed would be close to ten times what the emissions were from a dairy farm. He thanked the Council for the proactive work they had done during the last floods and the work they were currently doing to mitigate flooding.

P Redmond asked how the Council could assist residents given the development was on the fast-track proposal. T Hall explained that they did not know what the status was, and if they were going to use the fast-track status.

P Redmond noted that T Hall had implied that a retention area west of State Highway One would be beneficial. T Hall noted that there were stormwater plans available for the development. Residents were raising concerns believing that development had got to a point where enough was enough. They were really concerned about Waikuku Beach, which was the jewel of the crown.

The Chair thanked T Hall for his deputation.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Proposed Roothing Capital Works Programme for 2025 / 26 and Indicative Three-year Programme – K Straw (Civil Projects Team Leader) and J McBride (Roothing and Transportation Manager)**

J McBride spoke to the report which sought the endorsement of the proposed 2025/26 roading capital works programme. This was for the general allocation of budget which included kerb and channel renewals, footpath renewals, minor safety programme, new footpath programme and bus shelter. The kerb and channel and footpath renewal programmes were generally driven by condition. The last condition rating was undertaken in early 2025. The minor safety programme was based on known safety issues that staff had in their deficiency database and could be a result of service requests. Staff had a prioritised programme for the bus shelter and the new footpath programmes. Bus shelters were largely based on boarding numbers.

A Thompson noted it was hard to find much going on in the Boards' area, and he wondered why that was. J McBride explained there were areas in Kaiapoi and Rangiora which were a bit older and had the older style of dish channels. Whereas areas in Woodend were a bit better because they were newer.

P Redmond asked where on the Woodend footpath the improvements were located. J McBride explained that the Board had previously raised concern regarding sections of footpaths on Main North Road, Woodend Road and Rangiora Woodend Road. There were areas where the power poles had been put in the middle of the footpath with no space for a wheelchair or pram to navigate around. There would be some isolated widening of the footpath done to remedy this.

B Cairns noted that there were issues on Solander Road in Pegasus, of tree roots causing trip hazards on the footpaths. He queried how that would be dealt with. J McBride noted that this covered footpath renewals where the Council did an entire length of a footpath. Uneven footpaths were covered by a footpath maintenance budget.

S Powell enquired what was happening with the five roads intersection. J McBride explained that it was included in the Council's Long Term Plan. The Council had the funding for design and then the construction beyond that. The New Zealand Transport Agency (NZTA) had agreed to co-fund the design during this three-year period. The Council would then apply for the construction costs in the next three-year period.

S Powell noted the rumble strips in the road on Pegasus Main Street which caused a lot of noise with the buses for the new houses being built. She asked where that would sit. J McBride noted that would come from the general pavement maintenance budget.

Moved: R Mather

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250505077283.
- (b) **Endorses** the 2025/26 draft Proposed Rooding Capital Works Programme (Trim: 250411064435).
- (c) **Endorses** the indicative Rooding Capital Works Programme for the 2026/27, 2027/28 and 2028/29 Financial Years.
- (d) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff at the Board meetings and will be incorporated into the final report which is proposed to be taken to the Utilities and Rooding Committee in July 2025 for approval.

CARRIED

R Mather commented it was a good report.

6.2 **Revised Design for the Welcome to Woodend Entrance Sign – J Mason (Greenspace Landscape Architect)**

J Mason spoke to the report which sought the approval for the revised welcome to Woodend sign and the associated budget. Following the Board's decision in May 2024 to proceed with the sign on Rangiora Woodend Road, feedback had now been received from the Runanga's appointed representative and the Runanga had provided a revised design for the sign. She noted staff had since been advised that the Kowhaiwhai pattern was subject to further revision from the Runanga to ensure it accurately reflected the Woodend locality. The updated cost from the design had come in at \$6,500 plus gst.

B Cairns asked if this was for standard sized timber and if it was similar to the sign in Kaiapoi. J Mason noted that it was not similar to the sign in Kaiapoi. Originally, they were timber rounds however the signwriter was proposing squares on standard timber.

B Cairns queried if landscaping was included in the \$6,500 budget. J Mason explained that it was not, however staff could include some vegetation around the base.

R Mather enquired if, when installed, the sign would not be located too close to the hedge. J Mason noted that she would be working with the Rooding team to confirm the placement as there was a 6.5 metre line that was required from the edge of the road. the visibility was of primary concern however it also needed to meet rooding requirements.

P Redmond asked if staff were looking at coordinating these signs to be similar or were they being dealt with in isolation. J Mason stated that they were being treated as separate signs. The Runanga were not happy with the Woodend Beach sign however were supportive of the Woodend sign.

P Redmond queried what sort of cost was involved in getting the cultural input. G Stephens noted that it varied. He hoped with the Woodend Beach sign that some efficiencies could be made with the Woodend Beach development.

B Cairns asked if any cost savings could be made with the installation of both signs. G Stephens explained that there would not be as the locations were close but not close enough to achieve significant efficiencies. Most signs were created off site and installed in one go.

Moved: M Paterson

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250508081191.
- (b) **Approves** the revised design for the Welcome to Woodend Sign.

- (c) **Approves** Staff undertaking procurement and installation of the approved Welcome to Woodend Sign at the previously approved location on Rangiora Woodend Road.
- (d) **Notes** the Board currently has \$12,810 allocated for Welcome to Woodend entrance signage from the General Landscaping Budget.
- (e) **Notes** the Board have agreed that no budget should be used for entrance signage to the South and North of Woodend on the Main North Road at this point due to the unknown impacts of the proposed future Wooden bypass.
- (f) **Notes** that the proposed design is replicable in the remaining two entrances in the future when these are able to be progressed.
- (g) **Notes** that staff have undergone consultation on the signs with the community and further refined the preferred designs to be more unique to the area and include cultural designs.
- (h) **Notes** Ngāi Tūāhuriri Runanga have an interest in these signs and have provided staff with a representative to revise/approve the proposed sign design who has provided feedback on appropriate wording as well as a modified design which includes a traditional Kowhaiwhai pattern.
- (i) **Notes** that the estimated cost of the implementation of this sign is \$6,500 which is within budget available.

CARRIED

The meeting was adjourned for a workshop on Waikuku Flooding from 6:15pm to 7pm.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairpersons Report for May 2025

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250604099756).

CARRIED

9 MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 7 May 2025.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 14 May 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 May 2025.
- 9.4. Northern Pegasus Bay Bylaw 2024 Implementation Plan and Advisory Group Terms – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.5. Submission to Central Government Consultations April 2025 – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.6. Council Submissions Process and Delegation – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 9.7. Health, Safety and Wellbeing Report March 2025 to Current – Report to Council Meeting 6 May 2025 – Circulates to all Boards

- 9.8. Progress Update on Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.9. Libraries Update to 8 May 2025 – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.10. Aquatics May Report – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 9.11. Draft Annual Plan 2025-2026 Special Consultative Procedure – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.12. Drainage Staff Submission to Annual Plan 2025/26 – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.13. Water Supply – Utilities and Roading Department Staff Submission to the Draft 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.14. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2025 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.15. Roading Staff Submission to the 2025/26 Annual Plan – Request Changes to the Roading Capital Works Budget – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 9.16. Greenspace and Strategic and Special Projects Staff Submission to the 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.

Moved: R Mather

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.16.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

B Cairns

- Pegasus Residents Group Meeting.
 - Matariki Morning Tea at Pegasus School on 17 June 2025.
 - 20 June 2025 at 6pm they have a talk from Joseph Hullen and then a walk around the wetlands and return to the community centre for a BBQ.
 - 16 July 2025 Annual General Meeting.
 - The group were considering reinstating a community cuppa to fill the gap left by Ronels Cuppa.
- Youth Action plan had kicked off with various events around the district, at this stage 180 surveys had been completed, with schools like Kaiapoi High promising to have the entire school participate. Posters are to go up in various establishments to capture the 18-24 year old views as to what works and what doesn't work for youth in the district. So far the team had seen many of the youth not understanding what a Council does. The team had been very flexible in terms of how they were trying to capture as much information as possible from across the entire district with a demographic which mingled and talked a different language to what we were used too.
- Waimakariri Welcoming Communities first stake holder meeting took place last week, with loads of talk and enthusiasm. With more meetings planned, with an outcome of having action plans on how we can better welcome people to our community. The aim was to have an event in September 2025 which was welcoming communities' month.
- The promotion review had been delayed, with options to come before the new Council and the Long Term Plan.
- North Canterbury Food bank meals provided by the month, 29,191 in February, 33,241 in March and 38,871 meals handed out in April.
- Food Secure North Canterbury (FSNC) were to create videos hosted by Jo Seager to encourage people to grow and eat healthy food.

- In August, FSNC were looking at holding a food security forum in Hurunui and in 2026 looking at developing a bountiful backyards program to inspire people to grow their own food.
- On 24 June 2025 Council would learn about a proposed Housing Action Plan, as there was no transitional housing or emergency housing in the district and limited social housing. Otautahi Christchurch had the potential to come out to the Waimakariri.
- Woodend Pegasus strategy workshop would be held with the Council on the 24 June.

M Paterson

- Signs had been installed at Owen Stalker Park.

P Redmond

- Speed limit change on State Highway One – four schools supported the higher speed limit.

R Mather

- Appointed as a member of the Pegasus Community Centre Project Steering Group.

11 CONSULTATION PROJECTS

11.1 Volleyball Net Installation at Kaiapoi Domain

<https://letstalk.waimakariri.govt.nz/volleyball-net-installation-at-kaiapoi-domain>

Consultation closes Friday 13 June 2025.

11.2 Draft Community Development Strategy 2025-2035 – Whakawhānake Hapori o Waimakariri

<https://letstalk.waimakariri.govt.nz/draft-community-development-strategy-2025-2035-whakawhanake-hapori-o-waimakariri>

Consultation closes Sunday 22 June 2025.

11.3 Inclusive Waimakariri- Draft Accessibility Plan

<https://letstalk.waimakariri.govt.nz/inclusive-waimakariri-draft-accessibility-plan>

Consultation closes Sunday 22 June 2025.

11.4 2025 Environmental Awards

<https://letstalk.waimakariri.govt.nz/2025-environmental-awards>

Applications close Saturday 28 June 2025.

The Board noted the consultation projects.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 May 2025: \$2,375.

12.2 General Landscaping Budget

Balance as at 31 May 2025: \$14,326.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 14 July 2025 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 7:20PM.

CONFIRMED

Chairperson

Date

Workshop

- *Waikuku Rain Event – Jason Recker (Stormwater and Waterways Manager) – 20 minutes*
- *Members Forum*

NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD WORKSHOP HELD IN THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 9 JUNE 2025 AT 6.15PM.

PRESENT

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

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation, and Environment), G Cleary (General Manager Utilities and Roothing), J Recker Stormwater and Waterways Manager) and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

1. **Waikuku Rain Event** – G Cleary (General Manager Utilities and Roothing) and J Recker (Stormwater and Waterways Manager)

Questions/Issues:

- What was the groundwater conditions in the recent event showing us?
There was a large amount of rain which caused the groundwater levels to rise. At a certain point there were springs or resurges forming in the channels and base flows in some channels that were not seen when the flows were low.
- Was there any simple correlation between those groundwater levels in Mandeville and what happened in the collective around from Woodend through to Waikuku?
From a hydrogeological point of view, the simple correlation was if there had been lots of rainfall, the groundwater would be high in both locations. The Mandeville area was recharged from the Eyre River however the Woodend/Waikuku flows were coming from the Ashley River.
- Would it improve decision making if a similar sort of point of reference was available in the Woodend/Waikuku area?
The Council did have that. Kaiapoi, Pines Beach and Kairaki had some good groundwater monitoring put in by the Government after the earthquake. For the recent Pegasus works, with the help of Environment Canterbury, the Council had installed three groundwater bores which provided information for those investigations.
- Was the Infrastructure Resilience Team an initiative the Council had put in place?
The team was largely utilised for flooding events. The Council had put aside money to fund that team to operate plus providing capital budget every year for projects.
- Looking across this district for this event, where were the bulk of the issues and attention?
The most crucial was the Ashley River and making sure the Council kept the road to Waikuku Beach open. In terms of resource and the big pumps were utilised in Kaiapoi in conjunction with sucker trucks.
- Was it standard operating procedure to send pumps to the Taranaki Stream floodgates?
Staff were unsure if it was the standard every time there was a rain event.
- If it was standard operating procedure would the Council, then make changes or upgrades to deal with this as an issue?
In the Councils Long Term Plan budget had been set aside for a Taranaki Stream pump station. There was also a proposed pump station for the Rotten Row campground area

in the 2028/29 year. There were projects to address the issue, however staff also had to understand the flooding of the Waikuku area.

- Was there any logic in having one big pump that would deal with the whole area rather than having multiple locations?

It was always good to optimise the catchments, there would be natural catchments that in a particular area. This was a classic place where a big pump would be beneficial for the catchment. The small pump station at Waikuku Beach would still need to happen because of the isolated areas. The Ocean Outfall scheme basically collected wastewater for the whole district, however it was much smaller flows which may take less than a cubic metre a second. The big pumps the Council installed at Mackintoshes Drain took three cubic metres a second. Volumes were much bigger so it would not be possible to centralise all the district in one pump.

- Was there a reason that the mouth of Ashley River was heading north?

The Waimakariri River was continually feeding sediment into Pegasus Bay and there was generally a drift up from the south of flow which was carrying that sand. It was a natural phenomenon.

- Was the need to use pumps a changed dynamic?

Rainfall was increasing so there was river flow gauging, and the newer models showed that river flows had increased. Waimakariri used a dataset from National Institute of Water and Atmospheric Research (NIWA) called High Intensity Rainfall Design System (HIRDS) which had increased over time. We were getting more intense rainfall patterns than we had previously. As a general rule the district had become a lot more populated, with a lot of people living on a flood plain so there was a higher level of expectation that flooding was managed by the community.

- Was there any general understanding about how urbanisation effected waterflow and the Council infrastructure?

There was no question that when more built and hard stand areas like roof areas or paved area, water would previously have soaked into the ground and got caught up in depressions. However now the water got run into the waterways more quickly. Up until the 1990s development just happened and there was no real consideration given to attenuation however any development occurring now, had to attenuate the stormwater to treat it and to hold the flow back and release it at the rate it was prior to the event.

- Whilst we continued to raise stopbanks, should we be considering widening them?

If you moved stopbanks out wider you gained a huge amount of capacity however it was quite challenging where there was private property. The Ashley River had a secondary stopbank in some areas.

The workshop closed at 7pm.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 250618110792**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 14 July 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1 This report provides information regarding the Woodend-Sefton Community Board's (the Board) 2025/26 General Landscaping Budget and the 2025/26 Discretionary Grant Fund.
- 1.2 This report also requests the Board to consider the approval of the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2025/26 financial year.

Attachments:

- i. Draft Woodend-Sefton Community Board's 2025/26 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089821).
- ii. Draft Woodend-Sefton Community Board's 2025/26 Discretionary Grant Accountability Form (Trim No. 210603089895).

2. RECOMMENDATION**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250618110792.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,640, with a carry forward from the 2024/25 financial year to be reported back in August 2025.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,980, with a carry forward from the 2024/25 financial year of \$2,875, bringing the total to \$9,855.
- (d) **Approves** the Board's Draft Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's Draft Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

3. BACKGROUND

- 3.1 Each financial year, the Community Boards are allocated a discretionary sum that the Board may allocate towards landscape projects that enhance and beautify the community. This fund is not a contestable fund.
- 3.2 The Discretionary Grant Fund is a contestable fund available to the Board for allocation to community groups and organisations that meet the fund's criteria and seek funding for various events, initiatives, and projects.

4 ISSUES AND OPTIONS

4.1 2025/26 General Landscaping Budget

- 4.1.1 The General Landscaping Fund's 2025/26 financial year allocation approved by the Council for the Woodend-Sefton Community Board is \$14,640. However, the amount to be carried forward from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.
- 4.1.2 The Board and the Council's Greenspace Team will hold a workshop with the incoming Board after the Local Government Elections in October 2025 to identify potential projects of interest and priority for the Woodend-Sefton area for this financial year. Staff will then refine details and costings before providing a report to the Board in February 2026 to allocate funding. This timing will enable planting projects to occur during autumn and prior to the end of the financial year.
- 4.1.3 Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members often suggest minor landscaping improvements, such as additional seating, paving or signage.

4.2 2025/26 Discretionary Grant Fund

- 4.2.1 The Council's 2025/26 Annual Plan included a budget provision of \$6,980 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026). Two thousand eight hundred and seventy-five dollars were carried over from the Board's 2025/26 Discretionary Grant Fund, bringing the current balance of the Woodend-Sefton Community Board's 2025/26 Discretionary Grant to \$9,855.
- 4.2.2 At the end of each financial year, the Board evaluates its Discretionary Grant Criteria, Application Form, and Accountability Form. Given that the Discretionary Grant Criteria, were extensively reviewed in July 2024 and the Application and Accountability forms reviewed and amended, and that a new Board will be elected in October 2025, it is suggested that the Discretionary Grant Criteria, Application Form, and Accountability Form remain unchanged until the new Board has an opportunity to input into Discretionary Grants.
- 4.2.3 The Boards are acknowledged to be familiar with the needs of community groups and organisations within their areas. Any funds dispersed would be at the discretion of each Board, especially when dealing with requests from school committees, funding organisations, and groups applying to more than one Community Board for funding for the same project or event.
- 4.2.4 The Board considers applications from non-profit community-based organisations, registered charities, or incorporated societies. However, not all eligible groups may be aware of the fund. It is, therefore, essential that Board members continue to be proactive in promoting the funds through networking with community groups.
- 4.2.5 Staff will periodically advertise the Discretionary Grant on the Community Notice Board page in the Northern Outlook and Chatter. Application Forms are also available on the Council website, from Service Centres, or by contacting the Council.

4.3 **Implications for Community Wellbeing**

The issues and options that are the subject of this report have no significant implications for community wellbeing. However, funding community and landscaping projects will increase the general wellbeing of the community within the Board's area.

4.4 The Management Team has reviewed this report.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report. However, they may wish to apply for funding for events and projects.

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

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

4. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The decisions sought by this report have financial implications. The Council has approved an allocation of \$14,640 to the Board's General Landscaping Budget for the 2025/26 financial year. The Board did not allocate all its 2024/25 landscaping budget which has been carried forward. However, the amount to be carried forward from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.

6.1.2 The Council's 2025/26 Annual Plan included a budget provision of \$6,980 for the Board's 2025/26 Discretionary Grant funding. The Council resolved to carry over the \$2,875 unallocated funds from the 2024/25 financial year, therefore, bringing the total of the Board's 2025/26 Discretionary Grant to \$9,855.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

5. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

The Community Boards have delegated authority for both funds.

GOVERNANCE

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

What happens now?

23

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

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

Overall cost of project/event: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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

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

☐ Preschool ☐ School/youth ☐ Adults ☐ Whole community/ward

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

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

Other (please specify): _____

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

24

What is the benefit(s) to your organisation?

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

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ²⁵ ☐ Yes ☐ No

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

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

☐ Bank Statement (*Bank Statements will remain confidential*)

☐ Supporting costs, quotes or event budgets

☐ Other supporting information

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

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

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

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

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

Signed: _____

Date: _____

GOVERNANCE

Woodend-Sefton Community Board

Accountability Form for 2024/2025 Discretionary Grant Recipients

For funding provided during the period July 2024 – June 2025

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

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

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

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

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

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: ☐ Yes ☐ No

Continued over page

Two authorised signatories to complete the details below²⁷

Date: _____	Date: _____
First contact name: _____	Second contact: _____
Signature: _____	Signature: _____
Position: _____	Position: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Address: _____	Address: _____
_____	_____

Return to:
Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 250618110653**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 14 July 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Woodend-Sefton Community Board's 2025/25 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1 SUMMARY**

1.1 The purpose of this report is to consider an application for funding received from:

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Woodend Netball Club	Towards hosting the end-of-season prizegiving	\$750	The application complies with the criteria.
Total:		\$750	

Attachments:

- i. Application from the Woodend Netball Club (Trim Ref: 250603098168).
- ii. Spreadsheet showing the previous two years' grants.
- iii. Draft Board Discretionary Grant Funding Criteria for the 2024/25 financial year.

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

- (a) **Receives** report No. 250618110653.
 - (b) **Approves** a grant of \$.....to the Woodend Netball Club towards hosting the end-of-season prize-giving.
- OR**
- (c) **Declines** the application from the Woodend Netball Club.

3 BACKGROUND

- 3.1 The **Woodend Netball Club** seeks funding towards hosting the end-of-season prize-giving in September 2025.
- 3.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$9,855.

4 **ISSUES AND OPTIONS**

Woodend Netball Club (the Club)

4.1 **Information provided by the Club:**

- 4.1.1 As far as the current members can confirm, the Club, based at Gladstone Park, has been in existence since the 1940s; however, it may be older. The Club currently have more than 150 children and adults playing netball for Woodend, as well as 36 coaches and 16 umpires.
- 4.1.2 At the end of each season, there are certificates, trophies and treats for individuals and teams to celebrate the successful completion of another netball season. The Club is requesting funding to assist in hosting a prizegiving in September 2025 to acknowledge teams and individual players who have contributed to the game during the season.
- 4.1.3 It is estimated that 95% of players and their families are from the Woodend Sefton area, with approximately 5% from the Kaiapoi-Tuahiwī community. The prizegiving gives players a sense of achievement, brings families together and fosters a feeling of team spirit and teamwork. The prizegiving will also celebrate the accomplishments of players, teams, coaches, umpires, parents and committee members who have given up their spare time to give back to the community.
- 4.1.4 The Club has run sausage sizzles and meat raffles to raise funds to cover its running costs, allowing for low subscription fees for playing. The Club intends to apply for funding from the Kiwi Gaming Foundation and ANZ; however, it has yet to submit its applications. The prizegiving is anticipated to cost \$778.21, and if this application is unsuccessful, the event will still proceed; however, it may need to be pared back if sufficient funding has not been raised.

4.2 **Council Evaluation:**

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as the Club is a not-for-profit organisation, and the project will primarily benefit the residents of the Woodend-Sefton area.
- 4.2.2 The application also does not exceed the \$750 maximum that the Board allocates at one time.
- 4.2.3 The Club has successfully applied to the Board for funding in April 2022 towards the purchase of hoops and nets, and again in May 2023 towards purchasing uniforms. Accountability Forms have been received.

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

4.4 **Implications for Community Wellbeing:**

There are social and cultural implications, as sports events allow the community to socialise and interact with others, decreasing feelings of isolation and improving a sense of wellbeing.

4.7 The current balance of the Board's 2025/26 Discretionary Grant Fund is \$9,855. If the application is funded, the balance will be \$9,105 for the rest of the financial year.

4.8 The Management Team has reviewed this report.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be affected by this event but may have a general interest in the subject matter of this report.

5.2 **Groups and Organisations**

Other groups and organisations are likely to be affected by or have an interest in this report's subject matter.

5.3 **Wider Community**

The wider community will likely be interested in the report's subject, as sports and community events encourage social interaction, which improves mental health, contributes to community wellbeing and reduces isolation in the disability community.

6 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2025/26 Annual Plan included a budget provision of \$6,980 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026).

6.1.2 Two thousand eight hundred and seventy-five dollars were carried over from the Board's 2024/25 Discretionary Grant Fund, bringing the current balance of the Woodend-Sefton Community Board's 2025/26 Discretionary Grant to \$9,855.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

There are no risks associated with the adoption and implementation of the recommendations in this report.

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

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

Overall cost of project/event: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

What are the direct benefit(s) to the participants? 32

What is the benefit(s) to your organisation?

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

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

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

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

- Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)
Bank Statement (*Bank Statements will remain confidential*)
Supporting costs, quotes or event budgets
Other supporting information

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

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

Signed:  _____ Date: _____

Costs of treats for the end of season event



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[Change store](#) [Start shopping](#)

Search for groceries e.g. milk...



**EXTRA
LOW**

Bluebird Originals Mix Potato Chips 20 x 18g

7.49/ea
\$2.08/100g

1

ea

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Add to list ▾

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In store **Collection**

*Product availability subject to change as stock is not updated in real time

Snack packs are the versatile something extra when you're going out; or even when you're staying in.

Is Originals the cut for you? Is traditional something you're into? It is a cut that hasn't changed. Right down to the crinkle or do you call it a wrinkle? It's a flavour to savour, a chip unbeaten.

A chip you should be sharing now with your mates... because really a chip is nothing until it's eaten.

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PAK'nSAVE Rangiora.
[Change store](#) [Start shopping](#)

chocolate bar

✕

Q



**EXTRA
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$150 \times \$1 + \$0.37 + \$1.17 = \381 approx.

Trophy engraving –

Boots and all engraving Rangiora costs \$0.60 cents per letter

40 Trophies - \$9 approx. per trophy = \$36 approx.

Certificate printing – 75 approx.

Warehouse stationary \$1 per colour print A4 = \$75 approx.

Certificate Lamination – 75 approx.

Warehouse Stationary \$3.75 per A4 Certificate = \$281.25 approx.



Statement of Accounts

Your accounts at a glance as at 30 April 2025

WOODEND NETBALL CLUB

0877

Today's statements

Account type	Account number	Balance
Business Premium Current Account		29,320.81

Upcoming automatic payments

Account number	Payee	Frequency	Payment date	Payment amount
	WOODEND NETBALL CL	MONTHLY	01 May 25	20.00

Business Premium Current Account

Account name	WOODEND NETBALL CLUB
Account number	01-0853-0094926-00
Statement number	00158
Statement period	01 Apr 2025 - 30 Apr 2025

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Apr	Opening balance			12,632.42
01 Apr	BP		30.00	12,662.42
01 Apr	BP		50.00	12,712.42
01 Apr	AP	20.00		12,692.42
02 Apr	BP		50.00	12,742.42
02 Apr	BP		150.00	12,892.42
02 Apr	DC		200.00	13,092.42
02 Apr	DC		350.00	13,442.42
02 Apr	BP		155.00	13,597.42
02 Apr	BP		195.00	13,792.42
03 Apr	DC		350.00	14,142.42
03 Apr	AP		24.75	14,167.17
03 Apr	BP		50.00	14,217.17
04 Apr	BP	136.29		14,080.88
04 Apr	BP	16.81		14,064.07
07 Apr	BP		1.00	14,065.07
07 Apr	DC		1.00	14,066.07
Totals at end of page		\$173.10	\$1,606.75	\$14,066.07

AP Automatic Payment BP Bill Payment DC Direct Credit ED Electronic Dishonour FX Foreign Exchange IP International EFTPOS Transaction IF International Payment
AT Automatic Teller Machine CQ Cheque/Withdrawal DD Direct Debit EP EFTPOS Transaction IA International Money Machine VT Visa Transaction

Business Premium Current Account - continued³⁷

Date	Transaction type and details		Withdrawals	Deposits	Balance
Balance brought forward from previous page					14,066.07
07 Apr	BP			1.00	14,067.07
07 Apr	DC			2.00	14,069.07
07 Apr	DC			2.00	14,071.07
07 Apr	BP			2.00	14,073.07
07 Apr	BP			2.00	14,075.07
07 Apr	DC			2.50	14,077.57
07 Apr	DC			2.50	14,080.07
07 Apr	BP			2.50	14,082.57
07 Apr	DC			2.50	14,085.07
07 Apr	DC			2.50	14,087.57
07 Apr	BP			2.50	14,090.07
07 Apr	BP			2.50	14,092.57
07 Apr	BP			2.50	14,095.07
07 Apr	BP			2.50	14,097.57
07 Apr	BP			3.00	14,100.57
07 Apr	BP			3.00	14,103.57
07 Apr	DC			3.50	14,107.07
07 Apr	DC			3.50	14,110.57
07 Apr	BP			3.50	14,114.07
07 Apr	DC			4.00	14,118.07
07 Apr	BP			4.50	14,122.57
07 Apr	BP			4.50	14,127.07
07 Apr	BP			4.50	14,131.57
07 Apr	DC			5.00	14,136.57
07 Apr	DC			5.00	14,141.57
07 Apr	DC			5.00	14,146.57
07 Apr	DC			5.50	14,152.07
07 Apr	BP			6.50	14,158.57
07 Apr	BP			7.00	14,165.57
07 Apr	DC			7.00	14,172.57
07 Apr	DC			7.00	14,179.57
07 Apr	DC			7.00	14,186.57
07 Apr	BP			7.00	14,193.57
07 Apr	DC			7.50	14,201.07
07 Apr	DC			7.50	14,208.57
07 Apr	DC			7.50	14,216.07
07 Apr	BP			7.50	14,223.57
07 Apr	BP			7.50	14,231.07
07 Apr	DC			8.00	14,239.07
07 Apr	DC			10.00	14,249.07
07 Apr	BP			10.00	14,259.07
07 Apr	BP			11.00	14,270.07
07 Apr	BP			11.50	14,281.57
07 Apr	DC			12.00	14,293.57
07 Apr	DC			12.50	14,306.07
07 Apr	BP			12.50	14,318.57
07 Apr	DC			15.00	14,333.57
07 Apr	BP			20.00	14,353.57
07 Apr	AP			50.00	14,403.57
07 Apr	BP			4.50	14,408.07
07 Apr	DC			150.00	14,558.07
07 Apr	BP			8.50	14,566.57
Totals at end of page			\$0.00	\$500.50	\$14,566.57

AP Automatic Payment
AT Automatic Teller Machine

BP Bill Payment
CQ Cheque/Withdrawal

DC Direct Credit
DD Direct Debit

ED Electronic Dishonour
EP EFTPOS Transaction

FX Foreign Exchange
IA International Money Machine

IP International EFTPOS Transaction
VT Visa Transaction

IF International Payment

Business Premium Current Account - continued

Date	Transaction type and details		Withdrawals	Deposits	Balance
Balance brought forward from previous page					14,566.57
07 Apr	BP			10.00	14,576.57
07 Apr	DC			10.00	14,586.57
07 Apr	BP			9.00	14,595.57
07 Apr	DC			21.50	14,617.07
07 Apr	BP			6.00	14,623.07
07 Apr	BP			10.00	14,633.07
07 Apr	DC			20.00	14,653.07
07 Apr	DC			3.50	14,656.57
07 Apr	DC			160.00	14,816.57
08 Apr	DC			200.00	15,016.57
08 Apr	BP			200.00	15,216.57
09 Apr	DC			230.00	15,446.57
09 Apr				1,053.80	16,500.37
09 Apr	BP			230.00	16,730.37
09 Apr	BP			150.00	16,880.37
10 Apr	BP			200.00	17,080.37
10 Apr	AP			24.75	17,105.12
10 Apr	BP			50.00	17,155.12
10 Apr	AP			56.00	17,211.12
11 Apr	AP			50.00	17,261.12
15 Apr	BP			30.00	17,291.12
15 Apr	DC			150.00	17,441.12
15 Apr	DC			160.00	17,601.12
15 Apr	BP			160.00	17,761.12
15 Apr	DC			200.00	17,961.12
15 Apr	DC			200.00	18,161.12
15 Apr	DC			385.00	18,546.12
15 Apr	DC			150.00	18,696.12
15 Apr	DC			200.00	18,896.12
15 Apr	BP			160.00	19,056.12
15 Apr	BP			200.00	19,256.12
15 Apr	DC			150.00	19,406.12
16 Apr	BP			280.00	19,686.12
16 Apr	BP			280.00	19,966.12
16 Apr	BP			280.00	20,246.12
16 Apr	BP			140.00	20,386.12
16 Apr	DC			270.00	20,656.12
16 Apr	DC			160.00	20,816.12
16 Apr	DC			150.00	20,966.12
16 Apr	DC			150.00	21,116.12
16 Apr	BP		200.00	21,316.12	
17 Apr	DC		40.00	21,356.12	
17 Apr	AP		24.75	21,380.87	
17 Apr	DC		200.00	21,580.87	
17 Apr	BP		50.00	21,630.87	
17 Apr	DC		40.00	21,670.87	
17 Apr	BP		230.00	21,900.87	
17 Apr	DC		280.00	22,180.87	
17 Apr	DC		270.00	22,450.87	
17 Apr	BP		160.00	22,610.87	
17 Apr	BP		200.00	22,810.87	
Totals at end of page			\$0.00	\$8,244.30	\$22,810.87

AP Automatic Payment BP Bill Payment DC Direct Credit ED Electronic Dishonour FX Foreign Exchange IP International EFTPOS Transaction IF International Payment
AT Automatic Teller Machine CQ Cheque/Withdrawal DD Direct Debit EP EFTPOS Transaction IA International Money Machine VT Visa Transaction

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Business Premium Current Account - continued

Date	Transaction type and details		Withdrawals	Deposits	Balance	
Balance brought forward from previous page					22,810.87	
22 Apr	AP			50.00	22,860.87	
22 Apr	DC			200.00	23,060.87	
22 Apr	DC			200.00	23,260.87	
22 Apr	DC			220.00	23,480.87	
22 Apr	DC			230.00	23,710.87	
22 Apr	BP			180.00	23,890.87	
22 Apr	BP			200.00	24,090.87	
22 Apr	DC			40.00	24,130.87	
22 Apr	BP			140.00	24,270.87	
22 Apr	BP			100.00	24,370.87	
22 Apr	BP			100.00	24,470.87	
22 Apr	DC			75.00	24,545.87	
22 Apr	BP			40.00	24,585.87	
22 Apr	BP			400.00	24,185.87	
23 Apr	DC				270.00	24,455.87
23 Apr	DC				200.00	24,655.87
23 Apr	BP				260.00	24,915.87
23 Apr	BP			200.00		24,715.87
24 Apr	BP				200.00	24,915.87
24 Apr	AP				24.75	24,940.62
24 Apr	BP				50.00	24,990.62
24 Apr	AP				56.00	25,046.62
24 Apr	DC				150.00	25,196.62
24 Apr	BP			50.00		25,146.62
28 Apr	AP				50.00	25,196.62
28 Apr	BP				200.00	25,396.62
28 Apr	DC				270.00	25,666.62
28 Apr	BP				270.00	25,936.62
28 Apr	DC				200.00	26,136.62
28 Apr	BP				40.00	26,176.62
28 Apr	BP				350.00	26,526.62
28 Apr	BP				280.00	26,806.62
28 Apr	DC				160.00	26,966.62
28 Apr	BP				100.00	27,066.62
28 Apr	BP				180.00	27,246.62
28 Apr	BP				30.00	27,276.62
28 Apr	DC				150.00	27,426.62
28 Apr	DC				200.00	27,626.62
28 Apr	DC				200.00	27,826.62
28 Apr	DC				200.00	28,026.62
28 Apr	DC				150.00	28,176.62
28 Apr	DC				280.00	28,456.62
28 Apr	BP				130.00	28,586.62
28 Apr	DC				200.00	28,786.62
28 Apr	DC				300.00	29,086.62
28 Apr	BP				100.00	29,186.62
29 Apr	BP				50.00	29,236.62
29 Apr	DC				160.00	29,396.62
29 Apr	DC				250.00	29,646.62
29 Apr	DC				160.00	29,806.62
29 Apr	BP				200.00	30,006.62
29 Apr	DC				150.00	30,156.62
Totals at end of page			\$650.00	\$7,995.75	\$30,156.62	

AP Automatic Payment
AT Automatic Teller Machine

BP Bill Payment
CQ Cheque/Withdrawal

DC Direct Credit
DD Direct Debit

ED Electronic Dishonour
EP EFTPOS Transaction

FX Foreign Exchange
IA International Money Machine

IP International EFTPOS Transaction
VT Visa Transaction

IF International Payment

Business Premium Current Account - continued

Date	Transaction type and details		Withdrawals	Deposits	Balance	
Balance brought forward from previous page					30,156.62	
29 Apr	BP			270.00	30,426.62	
29 Apr	DC			150.00	30,576.62	
29 Apr	DC			200.00	30,776.62	
29 Apr	BP		2,610.50		28,166.12	
30 Apr	DC			10.00	28,176.12	
30 Apr	DC			320.00	28,496.12	
30 Apr				9.69	28,505.81	
30 Apr	BP			5.00	28,510.81	
30 Apr	DC			75.00	28,585.81	
30 Apr	BP			140.00	28,725.81	
30 Apr	BP			5.00	28,730.81	
30 Apr	DC			160.00	28,890.81	
30 Apr	BP			150.00	29,040.81	
30 Apr	DC			280.00	29,320.81	
Totals at end of page			\$2,610.50	\$1,774.69	\$29,320.81	
Totals at end of period			\$3,433.60	\$20,121.99	\$29,320.81	

Your available credit is \$29,320.81 as at the closing date of this statement.

AP Automatic Payment BP Bill Payment DC Direct Credit ED Electronic Dishonour FX Foreign Exchange IP International EFTPOS Transaction IF International Payment
AT Automatic Teller Machine CQ Cheque/Withdrawal DD Direct Debit EP EFTPOS Transaction IA International Money Machine VT Visa Transaction

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



Business Premium Current Account
WOODEND NETBALL CLUB
01-0853-0094926-00

\$2,155.16 **\$2,155.16**
Account Balance Available Funds

Transactions between 01 May 2025 and 27 May 2025

Date	Type	Details	Deposits	Withdrawals	Balance
27 May 2025	Payment			\$100.00	\$2,155.16
27 May 2025	Deposit		\$729.90		\$2,255.16
27 May 2025	Bill Payment		\$140.00		\$1,525.26
26 May 2025	Direct Credit		\$72.00		\$1,385.26
23 May 2025	Payment		\$72.00		\$1,313.26
23 May 2025	Credit		\$50.00		\$1,241.26
22 May 2025	Credit		\$24.75		\$1,191.26
21 May 2025	Payment			\$10,000.00	\$1,166.51
21 May 2025	Payment			\$10,000.00	\$11,166.51
21 May 2025	Payment			\$7,160.00	\$21,166.51
21 May 2025	Payment			\$2,176.34	\$28,326.51
21 May 2025	Payment			\$80.00	\$30,502.85
21 May 2025	Payment		\$270.00		\$30,582.85
21 May 2025	Direct Credit		\$230.00		\$30,312.85
21 May 2025	Bill Payment		\$100.00		\$30,082.85
21 May 2025	Payment		\$5.00		\$29,982.85
20 May 2025	Payment		\$70.00		\$29,977.85
19 May 2025	Direct Credit		\$78.00		\$29,907.85
16 May 2025	Credit		\$50.00		\$29,829.85
15 May 2025	Credit		\$35.00		\$29,779.85
15 May 2025	Credit		\$24.75		\$29,744.85
14 May 2025	Bill Payment		\$50.00		\$29,720.10
13 May 2025	Payment		\$70.00		\$29,670.10
12 May 2025	Direct Credit		\$5.00		\$29,600.10
09 May 2025	Payment			\$25.00	\$29,595.10
09 May 2025	Payment			\$19.10	\$29,620.10
09 May 2025	Credit		\$50.00		\$29,639.20



Date	Type	Details	Deposits	Withdrawals	Balance
09 May 2025	Payment		\$40.00		\$29,589.20
08 May 2025	Credit		\$56.00		\$29,549.20
08 May 2025	Credit		\$35.00		\$29,493.20
08 May 2025	Direct Credit		\$25.00		\$29,458.20
08 May 2025	Credit		\$24.75		\$29,433.20
07 May 2025	Payment			\$912.11	\$29,408.45
06 May 2025	Payment			\$100.00	\$30,320.56
06 May 2025	Payment		\$70.00		\$30,420.56
06 May 2025	Direct Credit		\$40.00		\$30,350.56
05 May 2025	Deposit		\$150.00		\$30,310.56
05 May 2025	Payment		\$140.00		\$30,160.56
05 May 2025	Bill Payment		\$100.00		\$30,020.56
05 May 2025	Deposit		\$60.00		\$29,920.56
05 May 2025	Bill Payment		\$40.00		\$29,860.56
05 May 2025	Deposit		\$30.00		\$29,820.56
02 May 2025	Credit		\$50.00		\$29,790.56
02 May 2025	Direct Credit		\$5.00		\$29,740.56
01 May 2025	Automatic Payment			\$20.00	\$29,735.56
01 May 2025	Bill Payment		\$280.00		\$29,755.56
01 May 2025	Payment		\$60.00		\$29,475.56
01 May 2025	Credit		\$35.00		\$29,415.56
01 May 2025	Payment		\$25.00		\$29,380.56
01 May 2025	Credit		\$24.75		\$29,355.56
01 May 2025	Bill Payment		\$5.00		\$29,330.81
01 May 2025	Direct Credit		\$5.00		\$29,325.81

GOVERNANCE

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

CHAIRPERSON'S REPORT June 2025

Shona Powell, Woodend Sefton Community Board (WSCB)

CHAIR'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Events attended</i>	<i>Community Feedback/Issues Raised</i>
3 June	Ravenswood Community Cuppa	As guest speaker I spoke about what a Community Board is, how it operates and what WSCB have achieved in past year. Quite a few questions with good attendance.
9 June	Pegasus Community Centre Steering Group	Update on progress with discussion around several items. Expressions of Interest have closed, next step is Request for Tender.
	WSCB Board meeting	Regular monthly meeting at Woodend Community Centre
10 June	Council Briefings	Attended two briefings at the invitation of Council.
11 June	Ronel's Community Cuppa, Pegasus	Final one with Ronel and Waiora Links Trust. Lots of laughs and good memories shared. The good news is that some of the volunteers are looking at establishing a new one starting later this year.
12 June	Waimakariri Access Group	Regular monthly meeting. Roading staff attended to get feedback from members on three issues around car parking. AGM is on 14 August at 10.30am in Council Chambers.
19 June	Mayoral drop in, Waikuku Beach	Went along to hear what locals raised with the Mayor. Good to hear positive feedback about the work Council has been doing in Waikuku Beach including the pumps during the last rain event.
24 June	Council Workshop	Went to listen to the workshop on the Area Plan for the Woodend Pegasus area which will be getting underway soon. The plan will provide strategic direction and guide decision-making for the next 10 to 15 years.
	All Boards Briefing	Briefing on District Plan
25 June	Hikurangi: Understanding our Tsunami Risk, Pegasus	Helen Jack along with Brennan outlined what the risk is, what to do and raised awareness at this public event. Very good attendance
28 June	Volunteering at Pegasus Community Centre	Steady morning with the book cave very popular
1 July	Ravenswood Community Cuppa	Guest speaker was Martin Pugh from the Community Team. He covered what the Community Team covers which was well received. I gave a brief update which resulted in quite a few questions. Pleased that the bus stop in Ravenswood Commercial area is now operational.
4 July	North Canterbury Inclusive Sports	A fun morning spent helping out at this event. Third year it has been run with attendance growing each time. The smiles really showed how much everyone enjoyed it.

CHAIR'S STATEMENT

- Wrote Board column for July issue of The Woodpecker focusing on projects that are underway at the moment
- Managing Board Facebook page

Main issues raised by residents were:

- Concern being expressed around the housing development between Ravenswood and Gressons Road being included in the District Plan with the impact on drainage, roads, access to health services and education.

- Street trees in Tuka Road, Pegasus and queries about progress with trees in Pounamu Place, Mary Ellen Street and Barnes Street. A report will be coming to the Board regarding these street trees after the arborist has reported back
- Residents want to see the path connecting Ravenswood and Woodend along SH1 happen soon
- SH1 which is the responsibility of NZTA - Waka Kotahi
 - congestion on SH1, particularly during morning commute, with high traffic volumes which is backing up traffic out of Pegasus at the SH1 roundabout. Far worse if there has been an accident on SH1
 - still concerns around safety for pedestrians and cyclists at Pegasus/Ravenswood roundabout until new overbridge is in place as part of Woodend Bypass project
 - concerns around a possible toll and if tolled whether enough traffic will bypass Woodend to ensure safety and less congestion
 - Waikuku Beach Road intersection with SH1 is an ongoing safety concern for some residents.
- Pegasus Lake – the future. Still the misconception that it comes under Council

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

Member Name: Rhonda Mather

June 2025

MEMBER'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Meetings/Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3 June	GreyPower	Attended and reported to the monthly GreyPower meeting.
4 June	Pegasus Blvd seats	Onsite meeting with Julie (Greenspace) to discuss possible locations for 2 seats on the area of Pegasus Blvd between SH1 and Infinity Drive. Julie will do some homework and come back to Shona and me with more info.
9 June	PCC PSG meeting	Attended meeting of the PCC Project Steering Group. Was appointed as an additional community representative following the departure of Waiora Links Community Trust.
9 June	WCSB	Monthly meeting of the community board, held at Woodend. An interesting and informative workshop on the most recent rain event at Waikuku Beach.
10 June	Woodend Bypass update	Attended PX update from NZTA
10 June	Pegasus access	Attended PX briefing from staff. Very much early stages of discussion.
11 June	Ronel's Community Cuppa	This was the final RCC and the final event for Waiora Links Community Trust. I was one of several people to give brief speeches. It looks likely that a community cuppa will continue in some form in the near future.
12 June	WDC Community Networking Forum	Attended networking forum at Woodend CC. Around 15 in attendance with a range of community organisations represented.
18 June	Meeting with WDC Community Team staff	Meet with Wendy Howe and Martin Pugh to discuss some ideas regarding the community networking forums.
19 June	Mayor's Drop-in Session	Attended Mayor's drop-in session at the Waikuku Beach Hall.
24 June	Council Workshop	Attended Council workshop on Woodend Pegasus Area Strategy review. There was a lot of discussion on the proposed new name of the document as 'Wider Woodend' was generally not favoured by those present.
24 June	All Boards	Attended All Boards briefing on District Plan. Informative and well summed up.
25 June	Hikurangi Fault Talk	Attended presentation at Pegasus Bay School focussing on sources and outcomes of a tsunami in Pegasus Bay. Thanks to roading staff who attended to answer questions regarding the emergency exit and lack of a 2 nd entry/exit for Pegasus residents.

Other:

- Emailed Peter Daly re concerns from a resident who said the bus didn't stop for them at the new stop on Bob Robertson Drive. Asked if a timetable could be put up and he was contacting ECan about that.
- Email discussions with Julie (Greenspace) re location of shelter in Gladstone dog park and a site visit to check options.