

Agenda

Woodend-Sefton Community Board

Tuesday 15 April 2025

5.30pm

Sefton Public Hall
Upper Sefton Road
Sefton

Members:

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson

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AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE SEFTON HALL, 591 UPPER SEFTON ROAD, SEFTON ON TUESDAY 15 APRIL 2025 AT 5.30PM.

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

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1	<u>APOLOGIES</u>	
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3.1	<u>Minutes of the Woodend-Sefton Community Board Meeting – 11 March 2025</u>	8 – 18
	<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 11 March 2025.	
3.2	<u>Matters Arising</u>	
4	<u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u>	
4.1	<u>James Ensor – Surf Lifesaving</u>	
	J Ensor will be in attendance to discuss surf lifesaving.	
4.2	<u>Tom Kemp – Northside Board Riders</u>	
	T Kemp will be in attendance to discuss a potential site request.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	
6	<u>REPORTS</u>	
6.1	<u>Approval for Community Consultation on the Waikuku Beach Master Plan – Grant Stephens (Greenspace Design and Planning Team Leader)</u>	19 – 36
	<i>RECOMMENDATION</i>	
	THAT the Woodend-Sefton Community Board:	
	(a) Receives Report No. 241126209035.	
	(b) Approves Greenspace Staff undertaking community engagement on the Waikuku Beach Recreation Master Plan (Trim #240617097567)	
	(c) Notes that there is budget provision of \$240,000 for the renewal of the Beach Front Car Park and Entranceway (GS001178) during this financial year as identified in the Greenspace Capital Work Renewals Programme.	

- (d) **Notes** that some elements within the Master Plan (Trim 240617097567) are not currently budgeted for. These are important future elements which will improve the usability and function of the space but will require additional internal or external budget provision.
- (e) **Notes** that at this point in time, officers are not seeking funding for the unbudgeted future projects. The purpose of this Master Plan is to set aside space and opportunities which the community may wish to progress in the future. If these were to become Council led projects in the future they would be estimated at the time and the relevant LTP would be applied to at that stage.
- (f) **Notes** that there will be a clear indication of what elements are currently budgeted, and which will require future provision within the consultation documentation.
- (g) **Notes** that the two location options for beach volleyball approved by the Board for consultation at the Board's March meeting are within the area encompassed by the Master Plan and have been included within the master plan to enable consultation on both the plan and volleyball to be carried out in unison

6.2 **Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

37 – 61

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250324049937.
- (b) **Approves** a grant of \$.....to the Woodend Indoor Bowls Club to purchase a new set of indoor bowls.

OR

- (c) **Declines** the application from the Woodend Indoor Bowls Club.
- (d) **Approves** a grant of \$.....to the Pegasus Residents' Group Inc. towards hosting a Matariki morning tea at Pegasus Bay School.

OR

- (e) **Declines** the application from the Pegasus Residents' Group Inc.

6.3 **ANZAC Day Services 2025 – Thea Kunkel (Governance Team Leader)**

62 – 64

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250401056278.
- (b) **Appoints** Board members, to attend the Woodend Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial.
- (c) **Appoints** Board members....., to attend the Sefton Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a with a Council representative.
- (d) **Appoints** Board members,, to attend the Pegasus Dawn Service to be held at 6am on Friday, 25 April 2025, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairpersons Report for March 2025

65 – 66

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250408060820).

9 MATTERS FOR INFORMATION

9.1. Oxford-Ohoka Community Board Meeting Minutes 5 March 2025.

9.2. Rangiora-Ashley Community Board Meeting Minutes 12 March 2025.

9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 March 2025.

9.4. Submission on State Highway Speed Limit Reversals – Report to Council Meeting 4 March 2025 – Circulates to all Boards

9.5. Alcohol Control Bylaw 2025 – Draft for Formal Public Consultation – Report to Council Meeting 4 March 2025 – Circulates to all Boards

9.6. Electoral Candidate Order on Local Body Election Voting Papers – Report to Council Meeting 4 March 2025 – Circulates to all Boards

9.7. Health, Safety and Wellbeing Report January 2025 to Current – Report to Council Meeting 4 March 2025 – Circulates to all Boards

9.8. Enterprise north Canterbury's Draft Statement of Intent for the Financial Year beginning 1 July 2025 and Approved Six Month Report to Council 31 December 2024 – Report to Audit and Risk Committee Meeting 11 March 2025 – Circulates to all Boards

Public Excluded

9.9. Rangiora Airfield – New Lease Agreements – Report to Council Meeting 4 March 2025 – Circulates to all Boards

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.8.
- (b) **Receives** the separately circulated public excluded information in item 9.9.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*
2. *Hard copies of the public excluded items were circulated to members separately.*

10 MEMBERS' INFORMATION EXCHANGE

67

10.1 Philip Redmond

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

11.1 Waimakariri District Council Draft Annual Plan 2025/26

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2025-26>

Consultation closes Monday 21 April 2025.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 March 2025: \$3,425.

12.2 General Landscaping Budget

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

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987.

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

That the public is excluded from the following parts of the proceedings of this meeting.

- 16.1 Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 11 March 2025

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
16.1	Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 11 March 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CLOSED MEETING

Refer to Public Excluded Agenda (separate document)

OPEN MEETING

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 12 May 2025 at the Woodend Community Centre, School Road, Woodend.

Workshop

- *Recreation Capital Programme Update – Duncan Roxborough (Strategic and Special Projects Manager) and Justine Rae (Senior Advisor Assets and Capital)*
- *Members Forum*

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE SEFTON HALL, 591 UPPER SEFTON ROAD, SEFTON, ON TUESDAY, 11 MARCH 2025, AT 5.30PM.

PRESENT

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

IN ATTENDANCE

Mayor D Gordon.

K LaValley (General Manager, Planning, Regulation and Environment), B Dollery (Biodiversity Team Leader), G Stephens (Design and Planning Team Leader), V Thompson (Business and Centres Advisor), C Taylor-Claude (Parks Officer) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: B Cairns

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Received** and sustained an apology for lateness from I Fong who arrived at 5:41pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 10 February 2025

Moved: M Paterson

Seconded: R Mather

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 10 February 2025.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 10 February 2025

Moved: R Mather

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshop held on 10 February 2025.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Refer to Public Excluded Agenda.

6 REPORTS

6.1 Waikuku Beach Pond Enhancements – B Dollery (Biodiversity Team Leader)

B Dollery provided an update on the ongoing ecological enhancement works of the Waikuku Beach Pond. Enhancement works were ongoing, and it was hoped that infill planting and environmental signage could be installed in autumn 2025. It was proposed that, alongside the agreed enhancement works, pollinator patches with environmental interpretation be created in the wider Waikuku Beach Central Area Reserve using the Natural Environment Strategy budget. Staff would, therefore, like to trial some pollinator patches at the Waikuku Beach pond site, which would be designed by Delta with a wooden border so that the grass could still be mowed.

R Mather questioned if specific locations had been identified at the Waikuku Beach pond site where these pollinator patches would be installed. B Dollery noted that the trees near the playground would be best placed for the pollinator patches.

Responding to A Thompson's question, B Dollery commented that, aside from the biodiversity benefits, staff believed the installation of the pollinator patches had educational value. Signage was suggested to enhance the nature connections.

B Cairns asked if children or local schools would be asked to assist with the planting at the Waikuku Beach Pond. B Dollery explained that a Ranger would do the planting around the pond due to health and safety concerns.

B Cairns enquired if the Council would be providing Education Programmes at the Waikuku Beach Pond. B Dollery noted that she had not been in touch with any schools; however, she could investigate the possibility of involving Enviroschools.

Moved: R Mather

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250204018369.
- (b) **Approves** the installation of biodiversity enhancements in the Waikuku Beach Pond reserve area funded through the Natural Environment Strategy.
- (c) **Notes** enhancement works are ongoing, utilising the \$5,000 budget available from the ZIPA fund and \$3,000 allocated from the Community Board's landscaping budget.
- (d) **Notes** that the design of the panels for environmental interpretation will be undertaken by the Greenspace team with designs approved by the Board prior to installation.

CARRIED

R Mather commented she loved the idea of installing pollinator patches and looked forward to seeing the results. She, therefore, supported the motion.

A Thompson also supported the motion, noting that it was excellent to see a small initiative being capitalised to enhance the project.

S Powell believed that the Waikuku Beach Pond was a good place to trial the pollinator patches. She commended the staff for starting with little funding and creating a fantastic project.

6.2 Waikuku Beach Volleyball Court Consultation Results – C Taylor-Claude (Parks Officer)

C Taylor-Claude spoke to the report, noting approval was being sought to consult the community on the installation of a volleyball court at Waikuku Beach on either side of the carpark at the surf club. The consultation results could be incorporated into the Waikuku Beach Master Plan, which would be submitted to the Board for consideration in April 2025. Previous consultation undertaken in 2024 revealed support for a volleyball court somewhere in Waikuku Beach; however, the feedback revealed that a location other than the North Oval was preferred.

Moved: M Paterson

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250226031487.
- (b) **Approves** staff carrying out consultation on the installation of a beach volleyball court in locations one and two, as seen in Trim No. 250225030683.
- (c) **Notes** that installing a volleyball court in Waikuku Beach is a supported activity under the Waikuku Beach Reserve Spatial Activity Plan.
- (d) **Notes** that the Spatial Activity Plan was publicly consulted on with the community in November 2022 and approved by the Community Board in February 2023.
- (e) **Notes** that the construction of the beach volleyball court will be carried out by the community and overseen by Greenspace staff as this is a community-driven project. The volleyball court will be constructed once enough funds have been attained.
- (f) **Notes** that the project is to be funded entirely by the community through fundraising and donations. The cost for the posts/ net is expected to be under \$5,000, and the sand is planned to be donated. Any other landscaping costs are expected to be minimal as this would be done by qualified volunteers, and any materials needed would be donated.
- (g) **Notes** the community intend to gift the volleyball court to the Council once it is constructed. The Council would then assume responsibility for the court before its ongoing maintenance and depreciation.
- (h) **Notes** the maintenance of the asset is estimated to be \$1,007.16 annually. This will be covered under existing Greenspace maintenance budgets.

- (i) **Notes** that a report will be brought back to the Community Board, detailing the consultation results, and seeking approval of installation if appropriate. This will include the timeline for installation, design, materials, construction method and any associated costs, along with the ongoing maintenance plan and cost.
- (j) **Notes** that in February 2024, the Woodend-Sefton Community Board approved Council staff to consult with the community to install a beach volleyball court in the North Oval and consultation was carried out in May 2024.
- (k) **Notes** that there were 20 people who responded to the survey, with nine people (45%) in favour of a volleyball court in the North Oval, five people (25%) against a volleyball court anywhere in Waikuku Beach, and six people (30%) who were supportive of a volleyball court providing it was in a different location.
- (l) **Notes** that should the volleyball court go ahead, resource consent from Waimakariri District Council will be required before works go ahead.
- (m) **Notes** that staff do not expect flooding to be a major issue for the proposed areas, but Greenspace staff will work with 3 Waters staff about drainage mechanisms for the area.

CARRIED

M Paterson supported the public being consulted about the proposed location of the volleyball court in Waikuku Beach.

B Cairns noted that it was a well-written report. He thought the advantage of a volleyball court was that anyone could play volleyball. Therefore, he was in favour of public consultation.

P Redmond concurred with the previous speakers and also supported the motion.

6.3 Pegasus Youth Space Options – Approval to Undertake Consultation – G Stephens (Design and Planning Team Leader)

G Stephens highlighted the three options for the Pegasus Youth Space, which the public would be consulted on. The consultation would ask what the community thinks of the three options but also that they could be packaged differently. He advised that due to issues regarding the noise generated by the flying fox in Ohoka Domain, the Council had worked with its supplier to identify a new, quieter mechanism for the flying fox proposed at the Maungatere Reserve. This is now in use at Ohoka and Townsend Fields in Rangiora. G Stephens noted that the Youth Council and the Youth Action Plan Advisory Group had been consulted in compiling the proposed options.

R Mather questioned if any activities were planned for at the Hurunui Reserve as it had been included on maps. G Stephens explained that most of the current active courts in Pegasus, such as half basketball and tennis courts, were located in the southern end of Pegasus. Hurunui Reserve has recently been developed and hence, the Maungatere or Rakahuri Reserve were being considered for the development of an active court.

R Mather questioned if staff were aware that housing would be developed on the large block of land beside Waitaki Reserve and future residents there wouldn't be part of the consultation. G Stephens noted that staff were aware of the proposed development. It was hoped that the proposed youth space in the Waitaki Reserve would be developed before the residential development. Then, potential homeowners would know what youth infrastructure was in the area.

R Mather asked with the many elements planned for the small wheel areas, would the same number be planned for the Greenway as for the lake She questioned whether it

would not be easier to fit all the elements around Pegasus Lake rather than along the greenway. G Stephens advised the lake has more length but a challenge is there are parts where the housing was close to the lake and staff anticipated some sensitivity around that, but perhaps those areas could be avoided.

R Mather asked whether additional safety measures would be included along the Greenway to ensure increased awareness and safety for users crossing the roads that dissect the Greenway. G Stephens said that any additional safety signage would be aimed at Greenway users and not the road users.

A Thompson asked if the consultation document would specify the activities proposed under each option. G Stephens confirmed that the consultation document would highlight all the proposed activities recognising that some might prefer a different mix of the activities at a location. It would also include a section where people could list activities, they believed the Council had not considered.

Moved: P Redmond

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No.250225030706.
- (b) **Approves** staff undertaking consultation to determine the preference of the wider community for the Pegasus Youth Space between Option One (Dedicated Skate Area), Two (Three Way Split, Rakahuri, Maungatere and Lakeside) or Three (Three Way Split – Rakahuri, Maungatere and Greenway).
- (c) **Notes** that The Pegasus Youth Space has been allocated \$192,515 in the Council's 2024/34 Long Term Plan and that any of the three options could be achieved within this budget.
- (d) **Notes** that staff have undertaken consultation with the local Pegasus youth to determine what a youth space in Pegasus might look like.
- (e) **Notes** that staff have used the feedback along with a review of current youth provision within Pegasus to create three options for the Pegasus Youth Space for consideration by the Board and the wider community.
- (f) **Notes** that staff will collate the feedback received and provide this to the Board in a later report along with a concept plan with recommendations for the development of the Pegasus Youth Space.

CARRIED

P Redmond commented that there were approximately 500 youth in Pegasus between 12 and 24. He thought the options being proposed were well thought-out and exciting. He noted that it was difficult to engage with the youth to ascertain what they really wanted. He was pleased that staff had picked up that there was a risk of the consultation with the wider community overshadowing the views of the youth.

R Mather commented that it was a good report with great ideas, and she was looking forward to what the public had to say about the proposals.

S Powell noted that it was good to see progress in the development of youth spaces. A group of young people travelled by bus into Christchurch for school, she suggested that staff figure out how to consult them as well.

In his right of reply, P Redmond commented that a letter drop could be a way to spread the word.

6.4 **Approval of the updated Woodend-Sefton Community Board Plan 2022-25 – K Rabe (Governance Advisor)**

C Fowler-Jenkins took the report as read.

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250130014997.
- (b) **Approves** the Woodend-Sefton Community Board Plan 2022-25 (Trim: 230301028039).
- (c) **Authorises** the Chairperson to approve the final version of the updated Woodend-Sefton Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 **Chairpersons Report for February 2025**

Moved: S Powell

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250305036107).

9 MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 February 2025.
- 9.4. Parking Management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.5. Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.6. Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.7. Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 9.8. Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 9.9. Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 9.10. Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

- 9.11. Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Unconfirmed

9.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Moved: I Fong

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

B Cairns

- Recent Food Secure North Canterbury meeting—organising a forum to follow up on the last event relating to food security in times of emergency. Kaiapoi Food Bank provided 71 boxes of food in February 2021, and in February 2025, 219 boxes were handed out.
- Pegasus Residents Group Inc. fun day was well attended. They received a small amount of funding for promotion from Enterprise North Canterbury.
- At the monthly Pegasus Residents Group Inc. meeting, they reviewed submissions on both the speed limit increase and Environment Canterbury bus fare changes. A golf tournament was proposed for October 2025.
- Ronel's Cuppa had St John present three steps to life.
- Attended NZRT12 recruitment drive night
- Waimakariri United Football held a weekend master's tournament, bringing teams from all over the south island.
- Attended a Road Safety meeting where it was discussed changes to speeds around schools.
- Kaiapoi Food Forest – conducted Open Farm Tours where 293 people attended.
- The Rangiora Volunteer Expo at the Rangiora RSA was well attended. The Woodend Volunteer Expo would be held on 21 March 2025
- At a recent Community and Recreation Committee meeting, a deputation about Natural Burials was held, and staff would come back with a report.
- Waimakariri Public Arts Trust had created a public arts trail, which would go live soon.
- Last week, staff hosted a delegation for the Solomon Islands.
- Waghorn's was planning on hosting their annual Tradie Breakfast, and it looks like they have secured the likes of John Kirwan to talk.
- C Garlick had purchased an old school in Rangiora and had revamped the site into housing units.
- The Next Steps website had an excellent feature that translated the entire site into a huge number of different languages.
- Waimakariri Access Group were holding their training day this Thursday.
- Solid Waste Working Party meeting: A review of the delivery of solid waste services in 2026 that would consider larger waste bins was held.
- Enterprise North Canterbury hosted its North Course promo, with local foodies selling meals that contain local produce. In July, they would be going to run "Pie July."

M Paterson

- Gladstone Park lights were being installed on Thursday 13 March 2025. They had been vandalised which resulted in the project being delayed. They did have insurance and hoped that would cover the cost.

P Redmond

- Interesting statistics on current population estimates were presented at the Waimakariri Health Advisory Group meeting. The Waimakariri District was below the deprivation index and had below-average mental health referrals; however, youth referrals were higher than the national average.
- Local Government Rural and Provincial meeting: The Mayor of New Plymouth stated that 14% of their roading spend was represented by temporary traffic management costs. The Waimakariri District's was around 12%. Traffic management had changed in the last 12 months.

A Thompson

- Traffic into town for commuters had notably changed.

11 CONSULTATION PROJECTS**11.1 Let's Talk About Parking**

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-parking>
Consultation closed on Wednesday, 12 March 2025.

11.2 Environment Canterbury Draft Annual Plan

<https://haveyoursay.ecan.govt.nz/hub-page/annualplan2526>
Consultation closed on Thursday, 3 April 2025.

The Board noted the consultation projects.

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

Balance as at 31 January 2025: \$3,425.

12.2 General Landscaping Budget

Balance as at 31 January 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.

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987.

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: S Powell

Seconded: I Fong

THAT the public be excluded from the following parts of the proceedings of this meeting.

16.1 Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 10 February 2025

16.2 Meridian EV Charges Upgrade in Woodend Community Centre Carpark

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 10 February 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).
16.2	EV Charger Upgrade in the Woodend Community Centre Carpark	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CLOSED MEETING

The public excluded portion of the meeting commenced at 6:43pm and concluded at 6:51pm.

OPEN MEETING**16.2 EV Charger Upgrade in the Woodend Community Centre Carpark – Vanessa Thompson (Senior Advisor Business and Centres)**

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250226031985.
- (b) **Approves** Option One, which accepts Meridian's proposed upgrade of the remaining 22 Kw AC Charger on Council land at the Woodend Community Centre to a high-capacity DC fast charger, and the proposed extension to the existing Operational Term.
- (e) **Notes** that if the proposed upgrade is not preferred, then Meridian will replace the current AC charger with a newer AC version not reliant on 3G, and this upgrade would fall within the allowed 'maintenance' clause within the existing Access Licence Agreement.
- (g) **Notes** that the body of this report is public excluded in accordance with Section 7,

2b (i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information where the releasing of it would disclose a [Meridian] trade secret. But recommendations (a), (b), (e) and (g) can be released publicly.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Tuesday 15 April 2025 at the Waikuku Beach Hall, Park Terrace, Waikuku Beach.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 6:51PM.

CONFIRMED

Chairperson

Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: CPR 04-20-75-01/241126209035

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 15th April 2025

AUTHOR(S): Grant Stephens: Greenspace Design and Planning Team Leader

SUBJECT: Approval for Community Consultation on the Waikuku Beach Recreation Master Plan

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek approval from the Woodend-Sefton Community Board to approve consultation with the community on the Waikuku Beach Master Plan. This plan has been developed to inform the staging of several current and future projects within the beach carpark area to ensure that they all work collectively towards an integrated landscape rather than occurring piecemeal without consideration of the wider space and needs. This plan has been created to align with the outcomes of the Waikuku Beach Spatial Activity Plan previously developed for the wider Waikuku Beach Community.
- 1.2. Circulation and accessibility have been the major focus of this master plan along with resolving drainage, accessibility and parking issues through the site. Should approval for consultation be granted staff will consult with the surrounding residents, Surf Club, Surf Lifesaving NZ, Waimakariri Accessibility Group, Ocean Access Group (OAR) and any other groups who may be interested in providing feedback.
- 1.3. There is budget provision for the renewal of the two car parking areas (beach front and central car park) identified in the Long-Term Plan 2024/34 in Year 1 and Year 8 respectively and for the provision of accessible beach matting at Waikuku Beach in Year 1 also. Initial discussions around these projects identified the need for a wider master plan for this space, as each project or use of space has an opportunity cost given there is limited opportunity for growth in the public realm within Waikuku. The project evaluates the current and future needs of the area from both an asset-specific and holistic spatial design perspective to ensure the location, despite its constraints, can meet present and future recreational and community needs.
- 1.4. Greenspace staff have collaborated with the community to identify locations for beach volleyball courts, funded through external community fundraising. In March, the Board approved consultation on two locations within the Master Plan area. These locations are included in the plan to enable simultaneous consultation on both the plan and the volleyball courts, ensuring they are considered alongside other elements of the Master Plan
- 1.5. Although not all projects are currently funded, their inclusion in the master plan helps to prioritize projects and to seek future funding. This will be clarified in consultation materials to manage community expectations. Post-consultation, a revised master plan incorporating feedback will be presented to the Board for approval, enabling renewal works for the beachfront car park and entrance road to proceed. This project is about space allocation and seeking input from the community. Without understanding the views of the wider community, it is not advisable that further planning is undertaken given some of those projects involve volunteer time and effort.

- 1.6. The table below outlines if projects have been funded, the origin of this funding and the expected timeframe.

Waikuku Beach Recreation Master Plan Project Budgets and Timeframes			
Project	Budget	Source	Timeframe
Entrance Car Park Area Renewal			Complete
Accessible Beach Viewing Platform			Complete
Beach Front Car Park Area Renewal	\$240,000	LTP	2024/25
Native Planting Areas	\$5,000	LTP	2024/25
Beach Access	\$40,000	LTP	2024/25
Volleyball Courts	External Fundraising*		2025/26
Central Car Park Area Renewal	\$200,000	LTP	2031/32
Central Car Park Improvements (Asphalting/line marking etc)	Not Currently Budgeted*		Future
Pedestrian Access Improvements	Not Currently Budgeted*		Future
Public Toilet Renewal	\$350,000	LTP	2052/53
* Unbudgeted future projects have not been estimated at this point in time. If these were to become Council led projects in the future they would be estimated at that point and the relevant LTP would be applied to at that stage.			

Attachments:

- i. Waikuku Beach Recreation Master Plan (Trim: 240617097567)
- ii. Waikuku Beach Spatial Activity Plan (Trim: 230202014132)

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 241126209035.
- (b) **Approves** Greenspace Staff undertaking community engagement on the Waikuku Beach Recreation Master Plan (Trim #240617097567)
- (c) **Notes** that there is budget provision of \$240,000 for the renewal of the Beach Front Car Park and Entranceway (GS001178) during this financial year as identified in the Greenspace Capital Work Renewals Programme.
- (d) **Notes** that some elements within the Master Plan (Trim 240617097567) are not currently budgeted for. These are important future elements which will improve the usability and function of the space but will require additional internal or external budget provision.
- (e) **Notes** that at this point in time, officers are not seeking funding for the unbudgeted future projects. The purpose of this Master Plan is to set aside space and opportunities which the community may wish to progress in the future. If these were to become Council led projects in the future they would be estimated at the time and the relevant LTP would be applied to at that stage.
- (f) **Notes** that there will be a clear indication of what elements are currently budgeted, and which will require future provision within the consultation documentation.
- (g) **Notes** that the two location options for beach volleyball approved by the Board for consultation at the Board's March meeting are within the area encompassed by the Master Plan and have been included within the master plan to enable consultation on both the plan and volleyball to be carried out in unison

3. **BACKGROUND**

- 3.1. There is budget within the current long-term plan for the renewal of the car parks at Waikuku Beach and ongoing discussions around the provision of accessible beach matting and volleyball. A site meeting with elected representatives and council staff highlighted the need for a master plan before proceeding with projects, ensuring future asset renewal and improvements serve Waikuku Beach users effectively. This master plan would also need to align with the wider Waikuku Beach Spatial Activity Plan (Attachment ii Trim: 230202014132) which outlines what activities are suitable for different areas within the Waikuku Beach area. Staff are aware of work being undertaken on a Woodend Pegasus Area Strategy review, and while the Waikuku Beach area is technically outside of the scope of that review, will ensure that appropriate communication and information sharing is undertaken where appropriate'
- 3.2. There are several challenges with the site, such as limited vehicle and pedestrian circulation and insufficient car park spaces, especially in the peak summer months. The drainage system of the beach front car park is also insufficient as it gets blocked by shifting sand and leads to this car park ponding after rain events. Accessibility throughout the site has been a concern and staff are working with both the Waimakariri Access Group and Ocean Advocacy Access Group (OAAR) with the objective of making the beach more accessible. Recent improvements for accessibility within the site include the installation of an accessible viewing deck and newly formed accessible beach access ramp/path. OAAR in particular are also wanting matting from the surf club area to the water so that people with limited mobility are able to recreate on the beach and access the water.
- 3.3. Site car parking includes the recently upgraded Site Entrance Carpark, the Beach Front Car Park (including its entrance road), and the unsealed Central Carpark (refer Section 4.2). These are separate Greenspace assets and for the purpose of this report will be referred to as the Site Entrance, Beach Front, and Central Car Parks. The Beach Front and Central Car Parks are scheduled for renewal in the 2024/34 Long-Term Plan (LTP) in Years 1 and 8, respectively. The toilet facilities, constructed with solid blocks and housing two cubicles, are not due for renewal until 2052. This master plan focuses on the car parks and entrance road, excluding other assets such as the basketball court and footpath behind it.
- 3.4. Staff are aware that there is interest from businesses wanting to establish commercial ventures in the area. Whilst this can be accommodated, there are regulations around commercial activities within public spaces such as being relevant to the use of the space and not impacting negatively on the primary purposes of these spaces noting that as these are reserve areas, use is generally for the betterment of recreation. As discussed below in Section 4, any commercial operation would be considered on a case by case basis with consideration of the current economic village centre of Waikuku as to not be detrimental to those existing businesses by creating direct competition.
- 3.5. Staff have undertaken a site analysis of the area in order to develop the proposed Master Plan and ascertain how the site could function more efficiently. Issues identified from the site analysis include:
- (a) Ponding and silt accumulation to a portion of the beach front car park.
 - (b) Limited vehicle and pedestrian circulation/connectivity throughout the site.
 - (c) Toilet facilities are old and not to current accessibility codes or modern aesthetic expectations.
 - (d) Overall aesthetic of the site and its perimeter is not aesthetically pleasing and lacking in design intent.
- 3.6. These issues and responses are discussed in more detail in the Issues and Options Section 4 of this report below.

4. **ISSUES AND OPTIONS**

Waikuku Beach Spatial Activity Plan

- 4.1. The 2022 Waikuku Beach Spatial Activity Plan, developed through community consultation, designates this area as the 'Beach Activity Infrastructure Zone.' Intended uses for this zone include car parking, buildings (e.g., club rooms, storage, public toilets), and supporting infrastructure such as overflow parking, shower blocks, shared community facilities, and pedestrian walkways.
- 4.2. Certain activities are discouraged within the zone, including the duplication of facilities (as sharing and partnerships should be strongly encouraged). High-value ecological developments and temporary facilities, such as containers or relocatable buildings, are also not supported.
- 4.3. Staff have reviewed this activity plan and determined that the outcomes recommended within the Proposed Master Plan are consistent with those within the plan. The provision of the beach volleyball courts in this space is not one of the main use types of this area but is not discouraged within the spatial plan. This is discussed in more detail below in Section 6.

Proposed Waikuku Beach Draft Masterplan

- 4.4. The Waikuku Beach Draft Masterplan addresses the issues as identified from the site analysis along with the ongoing accessibility concerns and parking issues as mentioned above in Section 3. These are discussed individually as follows:

Car Parking

- 4.5. The car parks are very popular and used extensively throughout the site especially in the peak of the summer months. There are three designated car parks which have been identified in the Master Plan as the beach front car park, the central car park and the entrance car park and are shown in the image below and analysed individually as follows:



Site Entrance Parking

- 4.6. At the entrance to the site there is the recent addition of a new car park that accommodates five standard carparks and a further ten spaces to the side of the road. There is also space for additional cars to the right-hand side before entering the site which is currently unsealed and unmarked. This car park was recently upgraded and is therefore not identified in the master plan for any future improvement.



Beach Front Car Park

- 4.7. This car park is closest to the beach and surf club. It is sealed with 18 marked standard car park spaces and currently has the only designated accessible parking space for the overall site. A failure in the existing sump leads to continual ponding to the South – West side of the carpark resulting in the frequent loss of between 4 – 8 standard parking spaces.

Piles of sand and debris line the immediate perimeter of this car park, largely from clearance from within the site. Apart from being unsightly, this debris is drifts back into the car park and causes additional maintenance issues and at times impacts on parking capacity.



Central Car Park

- 4.8. The central car park is the large shingle carpark on the right-hand side after entering the site. It is unsealed and has no marked parking spaces resulting in cars parking often in a haphazard manner. There is one entry/exit point, and it is estimated this car park could accommodate approximately 40 parked cars if they were parked in an organised configuration. There is parking for five cars either side of the road before entering the central car park along with three unmarked spaces to the South of the toilet block.



Pedestrian Circulation/Connectivity

- 4.9. Pedestrian access throughout the site is problematic for many users with no formed paths throughout the site and no designated pedestrian walkway from the entrance of the site to the beach front access.

- 4.10. There is a small sandy walkway from the central car park leading to the rear of the toilet facilities and start of the beach access ramp. This walkway is unformed and has exposed tree roots making the path inaccessible for many users.



Accessibility

- 4.11. Accessibility is an issue throughout the site. There is only one designated accessible car park space for the entire car park, and little to no accessible pedestrian access through the site apart from that of the recent improvements provided by the implementation of the accessible beach ramp and viewing platform.
- 4.12. Sport NZs Accessibility Design Guidelines outline there should not be less than 1 accessible car park per 1 – 20 car parks, not less than 2 for 21 – 50 car parks and for every additional 50 car parks no less than 1. The overall Waikuku Beach site currently has parking for approximately 80 cars so based on these guidelines, there should be no less than a minimum of three designated accessible car park spaces.

- 4.13. Staff are currently working with the Ocean Advocacy Group (OAAR) to provide an ocean access beach mat for all users including those with accessibility challenges. Whilst this project is not included within the scope of the car park renewal, it has been included on the master plan to ensure it is considered as part of the overall response for accessibility within the site. Staff have also consulted with OAAR around the master plan to ensure that their feedback has been captured and needs addressed or included where possible. Following this consultation the OAAR group came back with several points they would like considered in the plan which have been addressed. There are two points that will need further consideration. These are:

- (a) They would like to make the entire beach front side of the beach front car park ear marked for accessible parking.

Staff have worked to the standards within Sport NZs Accessibility Design Guidelines and have included three designated accessible parks to ensure there is adequate provision for anticipated use while also ensuring provision is there for all other users.

- (b) There are concerns about the location of the bike racks and addition of an outdoor shower due to bikes often being left on the ground that can block access to facilities.

Staff acknowledge that people will bike to this beach whether bike racks are provided or not. It has been noted that the provision of bike racks at nearby Pegasus Beach has provided a clear expectation of where and how to store bikes while at the beach and therefore staff hope that the provision of these at Waikuku will have a similar impact.

Toilet facilities

- 4.14. The toilet facilities are of older solid block construction, have two cubicles and are not due for renewal through the Toilet Strategy until 2052. The cubicles are unisex, and neither are they built to current accessibility codes. There is an external tap and shower on the toilet and while they are not at the point of renewal, the block and facilities are not of an aesthetic standard or quality near that of our more modern toilets.

4.15. Waikuku Beach Draft Masterplan

The Waikuku Beach Masterplan (Appendix i) has been developed and responds to issues identified by staff and the community through verbal feedback and service requests received from members of the community and groups such as the Ocean Advocacy Group as discussed above. This report is seeking approval from the Board to carry out consultation with the users, wider community and groups/stakeholders.

Outcomes within the masterplan include:

- The introduction of a swale and water retention area to resolve drainage issues in the beach front car park.
- Formed garden beds around the perimeter of the beach front car park to increase biodiversity and eliminate contractors dumping sand and debris that looks unsightly and contributes to flooding issues.
- Two additional accessible car park spaces added to the beach side of the Beach front carpark along with two additional oversized unmarked spaces that can accommodate larger vehicles and double as accessible car parks should they be needed.
- Toilet facilities upgraded with additional purpose-built accessible toilet and outdoor cold-water tap/shower.
- Introduction of a formed pedestrian access from the site entrance to the beach front access ramp to improve pedestrian access for all users.
- The central car park to be sealed with marked parking introduced and the addition of entry/exit points to maximise parking and improve circulation through the site.
- Angle parking introduced to maximise parking spaces.

- 4.16. While these elements have been included in the Master Plan, current budget is not allocated for all elements and in some cases, where budget is allocated, this is not for a significant period of time. As an example of this, the renewal of one car park space is in Year 1 of the LTP but others are not until Year 8. Likewise, the toilet facilities are not scheduled for renewal until 2052. The Master Plan will serve to inform the staging of these projects over time to ensure that they all work collectively towards an integrated landscape rather than occurring piecemeal without consideration of the wider space and needs. The table in Section 6 below outlines if projects have been funded, the origin of this funding and the expected timeframe.

Volleyball Courts Project

- 4.17. Another project of importance to the area is the potential for a future volleyball court. Staff undertook a workshop with the board in early 2025 in relation to this project and possible locations for consideration. In March 2025 the Board approved consultation on two potential locations which are within the area of the Master Plan. Both of these locations are therefore shown on the master plan with the intent that consultation for the courts will be tied in to the consultation on the wider Master Plan so as to undertake consultation at the same time noting that it is dependent on securing external capital and ongoing operational funding. The final location will then be approved as part of the master plan approval by the Board following consultation.
- 4.18. While the Beach Activity Infrastructure Zone is less suitable than the Active Recreation Zones, staff have worked with the Woodend Sefton Community Board and local community to find a location. The Active Recreation Zones were considered but not supported by the community or Board. Although recreation isn't a primary use of the infrastructure zone, it is not discouraged, and existing recreational activities, like viewing platforms and the beachfront near the surf clubrooms, are already present.
- 4.19. As no suitable location has been identified within the Active Recreation Zones and the volleyball courts can be located in an area not impacting the infrastructure, staff are comfortable with these locations being considered within the plan. This plan will then undergo consultation with the community which therefore ensures that while it may not fit perfectly within the spatial plan, the final location is preferred by the community.

Other Ventures

- 4.20. Staff have also received interest from a couple of local businesses for various commercial ventures to be supported in the area. These ventures comprise of a solar hot water shower system and requests for specific parking spaces for both an Ice cream vendor and a mobile sauna operator. Consideration needs to be made as to whether the Waikuku Beach environment is the correct location for commercial activity and whether such activity within this public realm should be encouraged.
- 4.21. Due to these commercial ventures being temporary by nature, for the purposes of this master plan no car park has been specifically set aside for any specific business ventures. With parking and accessibility already an issue for the site, removing spaces for any commercial activity may not be in the best interests of the public. Rather if a commercial venture wanted to operate within this space this would need to be reviewed on a case by case basis to determine the appropriateness of the activity on site as well as the requirements of any given venture. It may be that if significant space was required for longer durations that the operator funds the development of additional space within which their venture would operate.

Waikuku Beach Recreation Master Plan Options

- 4.22. The Board have the following options available to consider:

Option 1: Approve Staff undertaking consultation with the Waikuku Beach Community

- 4.23. This is the recommended option as staff believe that the plan provided meets the needs of the users that Council are aware of in a practical way and caters for future development as funds become available. Staff are aware that the local community know and understand this space and will be able to provide valuable insight into the recommended plan and alternative issues and opportunities that should be considered. Should the Board approve consultation, this would be undertaken through Council's standard consultation processes and led by the Communications and Engagement Team.

Option 2: Request amendments to the masterplan and staff consult on an amended plan

- 4.24. Should the Board recommend amendments to the masterplan, these can be incorporated before community consultation. Significant amendments may impact other aspects of the plan, so staff will include changes where possible and return to the Board for updates and recommendations if the effects are more than minor. This is not the preferred option, as the plan is expected to already reflect the main desired outcomes of Board members and stakeholders. However, if there are changes that impact community expectations or use of the space, it is best practice to consider and include them before consultation. This remains a viable option if amendments are requested by the Board

Option 3: Not approve staff consulting on the Master Plan with the local community and continue on with proposed renewal programme.

- 4.25. This option is not recommended by staff as there is budget available to renew the beach front car park and there is also interest from the local community for the volleyball courts. As discussed there are a number of interconnected renewal and capital improvement projects. In order to make best use of a confined space it is important to plan holistically and seek feedback from the wider community.

- 4.26. **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Master Plan has been designed to better meet the needs of current and future generations of users at Waikuku Beach. This will enable current and future projects to work efficiently together and lead to positive outcomes for the users which in turn encourages use of this space. Beach access is an important part of our culture in New Zealand and provides opportunities for healthy recreation.

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

5. **COMMUNITY VIEWS**

- 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū may have an interest in the subject matter of this report. As per our standard procedure, a project brief and plan will be provided to the Rununga through Whitiara as part of the consultation process.

- 5.2. **Groups and Organisations**

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

Staff have worked alongside a number of groups and organisations who use this area to help determine the needs and opportunities for the plan and have taken their feedback into consideration in its development. Staff will continue to work closely with these groups to ensure their requirements and concerns are considered and addressed throughout the process. Of note, Staff will directly engage with the Surf Club and Surf lifesaving NZ as well as the Waimakariri Access and Ocean Advocacy Access Group (OAAR) who will be affected and have an interest in the development of this space. Staff will also work with those businesses wanting to set up their commercial ventures in the area to find other locations more appropriate should the Board agree commercial activity in this site not suitable.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. As the Masterplan incorporates the wider Waikuku Beach area, staff would like to understand if there are any other issues, opportunities or risks associated with the proposed plan. Staff are therefore seeking approval to consult with the local community to understand what their views are on the proposal.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no direct financial implications of the decisions sought by this report as this report is seeking approval to consult with the community only and not for the implementation of the plan. It is important to note that two car parks (beach front and central car park) identified in the Master plan are council assets included in Years 1 and Year 8 respectively in the Long-Term Plan. The toilet facilities are not due for renewal until 2052.

6.2. The table below outlines if projects have been funded, the origin of this funding and the expected timeframe.

Waikuku Beach Recreation Master Plan Project Budgets and Timeframes			
Project	Budget	Source	Timeframe
Entrance Car Park Area Renewal			Complete
Accessible Beach Viewing Platform			Complete
Beach Front Car Park Area Renewal	\$240,000	LTP	2024/25
Native Planting Areas	\$5,000	LTP	2024/25
Beach Access	\$40,000	LTP	2024/25
Volleyball Courts	External Fundraising*		2025/26
Central Car Park Area Renewal	\$200,000	LTP	2031/32
Central Car Park Improvements (Asphalting/line marking etc)	Not Currently Budgeted*		Future
Pedestrian Access Improvements	Not Currently Budgeted*		Future
Public Toilet Renewal	\$350,000	LTP	2052/53
* Unbudgeted future projects have not been estimated at this point in time. If these were to become Council led projects in the future they would be estimated at that point and the relevant LTP would be applied to at that stage.			

6.3. At this point in time, officers are not seeking funding for the unbudgeted future projects. The purpose of this Master Plan is to set aside space and opportunities which the community may wish to progress in the future. If these were to become Council led projects in the future they would be estimated at the time and the relevant LTP would be applied to at that stage.

Should the Board approve this consultation, staff would look to consult the community in May 2025 with the hope of bringing a report back to the board's July meeting for approval of the master plan. As the renewal works of the beach front car park are included in this year's budget but can't progress until the Master Plan is approved, these will be carried over into the following 2025/26 financial year with the intention of physical works being undertaken and completed prior to Christmas. The timeline below shows the intended timeframes for the renewal of this car park.

Timeline for Waikuku Beach Recreation Master Plan and Beach Front Car Park Completion							
Stage	May	June	July	Sept	Oct	Nov	Dec
Consultation							
Feedback collation and plan development							
Approval of Master Plan			14th				
Tender Documentation and Procurement Beach Front Car Park							
Physical Works							
Completion							22 nd

The volleyball courts are a community led project which would be funded through external community fundraising but cannot proceed without approval by the Board. While there is no other budget currently in place for other aspects noted within the plan such as pedestrian circulation paths and storm water responses, their inclusion in the master plan will support the community and Council to identify priorities and seek future funding options to carry out this work.

Following consultation staff will develop a revised Masterplan which will consider consultation feedback and be presented to the Board for approval of the master plan and specifically approval to implement the renewal of the Beach Front Car Park in 2025. This project has been scheduled in Council's Project Delivery Unit's 2025 calendar of works.

6.4. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts.

Sustainability is about more than protecting our resources, it encompasses everything from energy and material use to ensuring that our people can live healthy and fruitful lives. The Waikuku Beach Masterplan responds to issues observed on site, feedback, and discussions with the wider community with the aim of creating a well resolved, practical and functional site in the future. As discussed in the risk section below, this site is prone to the impacts of climate change being so close to the coast. Environment factors such as stormwater management, sand and landscape considerations have therefore been important and discussed with the Utilities and Roading Teams.

Improvements in circulation and connectivity over time will help enhance the usability of this space as a well-used functional yet environmental aesthetically and pleasing space for all. By having a master plan for the current and future works within this space, projects can be delivered with a higher level of surety that they meet the needs of the community and are in the best location and size. This reduces waste and future material use.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. There is a risk that consultation feedback may show the public are not supportive of aspects of the masterplan. Staff will take this into account and adapt the plan where practical to suit the results of the feedback received and will provide a summary of all feedback to the Board along with a revised masterplan for consideration should this be the case.

- **Community Expectations**

There is a risk that this plan will raise community expectations that the elements within it will be delivered immediately. Staff will work directly with Council's Communications and Engagement Team to ensure that the information provided as part of this consultation is clear on timeframes for the individual items and which are currently budgeted and which require future provision.

- **Flooding and Future Climate Change Impacts**

There is a risk of increased flooding and climate change impacts in this area. The Drainage Team have indicated support for swale and overland flow management techniques over pipes and sumps which are prone to blockage by shifting sands. They also noted the beach is growing, and while lower areas may be prone to flooding during severe events, this presents minimal risk as it's not critical infrastructure. This proposal enhances the ability of existing features to manage stormwater without worsening impacts. The Roading Team also recognised that periodic flooding during severe events as manageable and noted the ongoing desire for safe infrastructure to provide access to the beach for the community. They are happy to collaborate with Greenspace on the detailed design phase of the car park layouts after master plan consultation, before staff seek Board approval to proceed.

- **Ongoing Operation of Beach Matting**

The project to provide beach matting for access to the ocean has ongoing maintenance and inspection requirements. These will have operational costs which are currently not budgeted, and no community group as yet has been identified which has the ability to manage this. At present should this be purchased, it is likely that either this is included in an operational procedure (which includes weekend work), or a grant may be required to sustain a community group to roll the matt out each day. This will also require further ongoing sand clearance. This consultation will help to inform Council on the desire within the community for this matting and could be used to identify the local individuals with capacity/enthusiasm to support this operational requirement.

6.3 **Health and Safety**

There are no direct health and safety risks arising from the adoption/implementation of the recommendations in this report as at this point staff are only seeking approval to consult with the wider community and stakeholders.

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**

Reserves Act 1977

Local Government Act 2002

7.3. **Consistency with Community Outcomes**

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

Social ...a place where everyone can have a sense of belonging...

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives.
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Economic...and is supported by a resilient and innovative economy.

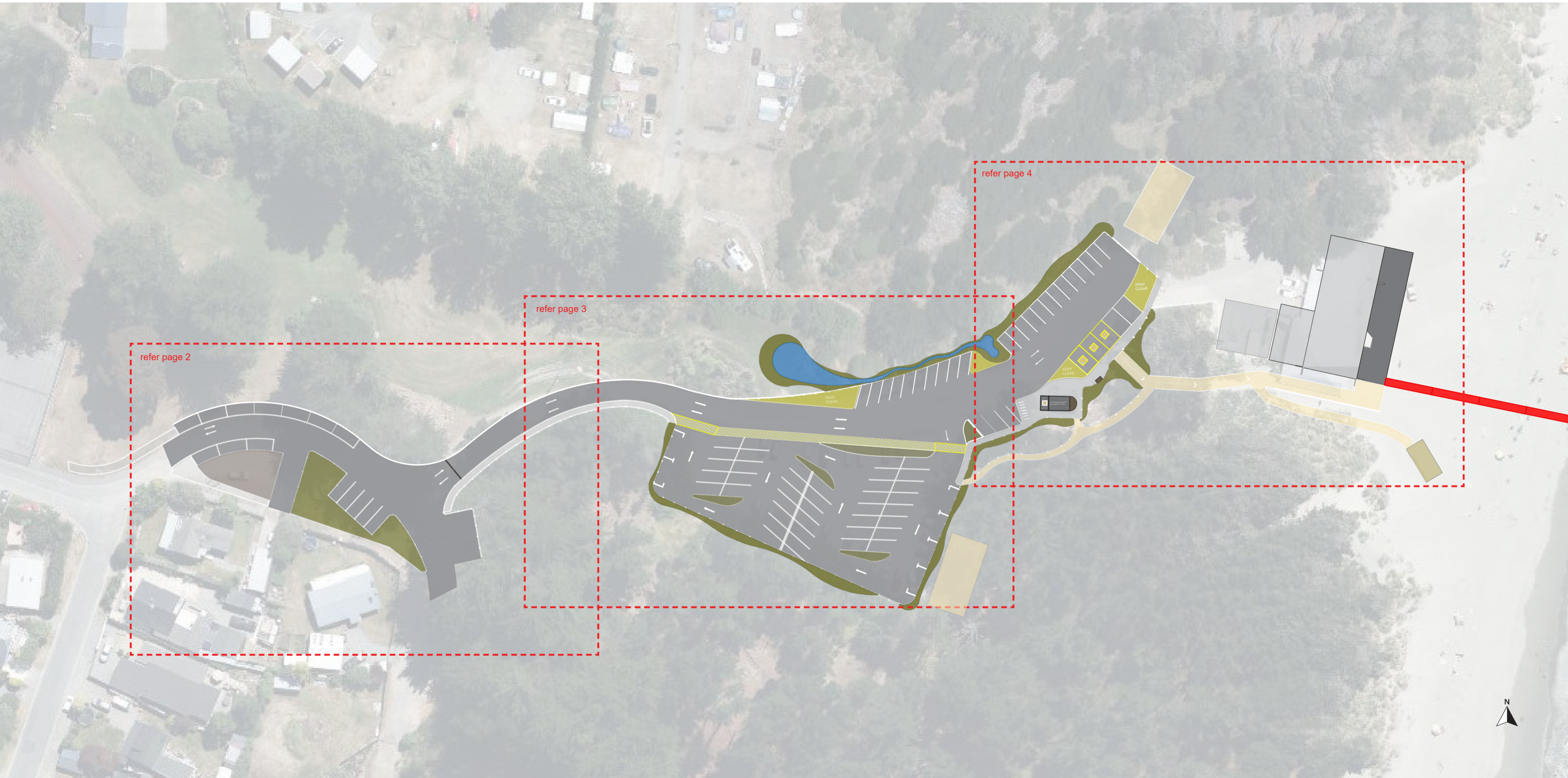
- Infrastructure and services are sustainable, resilient, and affordable.

Environmental...that values and restores our environment...

- People are supported to participate in improving the health and sustainability of our environment.
- Our communities are able to access and enjoy natural areas and public spaces.

7.4. **Authorising Delegations**

The Woodend-Sefton Community Board have the delegation to approve staff undertaking consultation on the Waikuku Beach Master Plan.



Plan Locator Map



refer plan 2

KEY:

- 1. EXISTING FOOTPATH
- 2. EXISTING CAR PARKING
- 3. PROPOSED FOOTPATH
- 4. TRAFFIC CONTROL ARMS
- 5. PEDESTRIAN ACCESS
- 6. SEALED/FORMED CARPARKING
- 7. COASTAL PLANTED GARDEN BEDS
- 8. ACCESS GATE
- 9. SWALE AND DRAINAGE PIT
- 10. FORMED CARPARKING
- 11. EXISTING BEACH ACCESS
- 12. POSSIBLE FUTURE VOLLEYBALL
- 13. UNMARKED ACCESSIBLE CAR PARKS
- 14. ACCESSIBLE CAR PARKS
- 15. REFURBISHED TOILET BLOCK & ACCESSIBLE TOILET
- 16. BIKE STANDS
- 17. ACCESSIBLE BEACH ACCESS
- 18. ACCESSIBLE BEACH MAT
- 19. ACCESSIBLE BEACH VIEWING PLATFORM





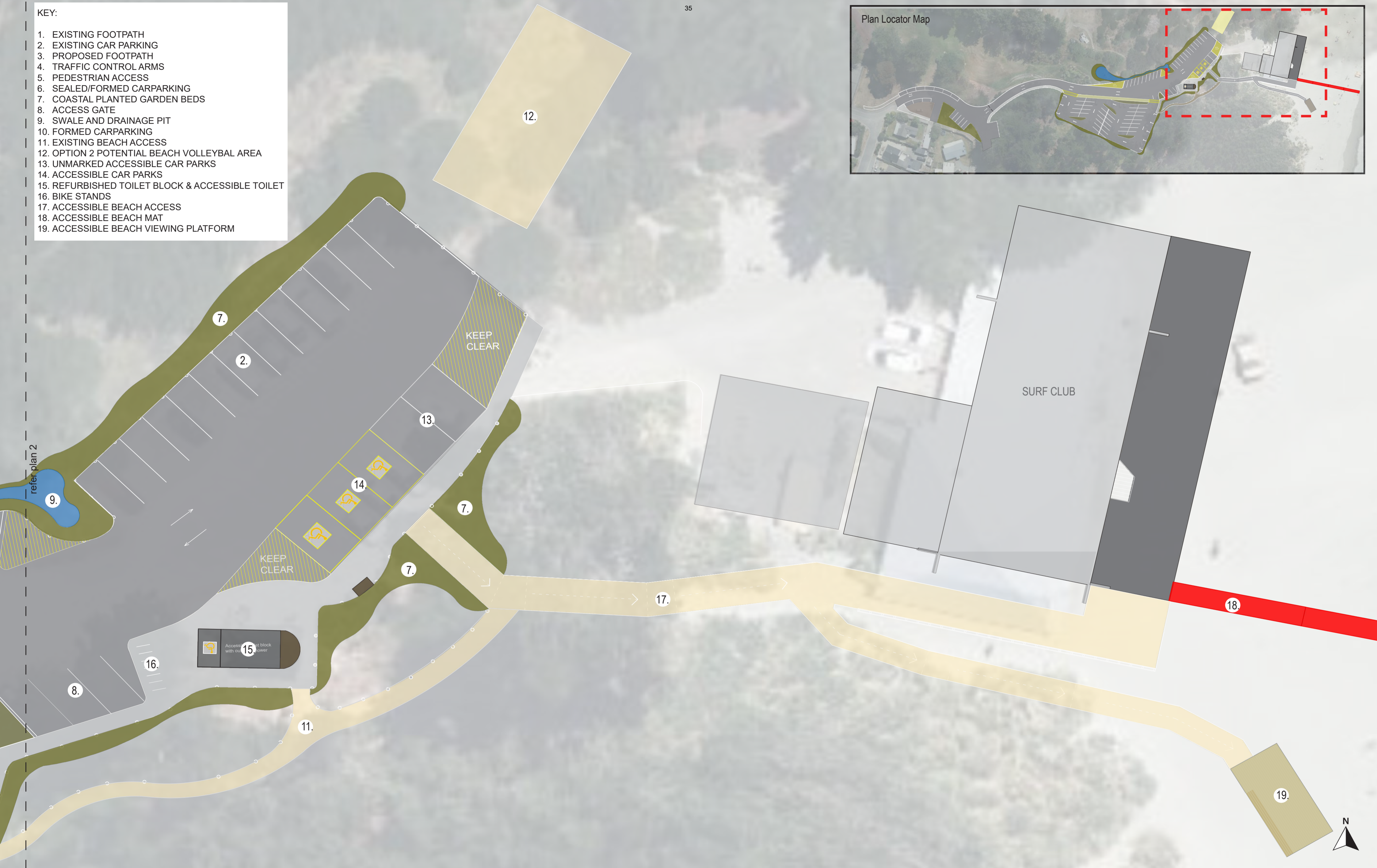
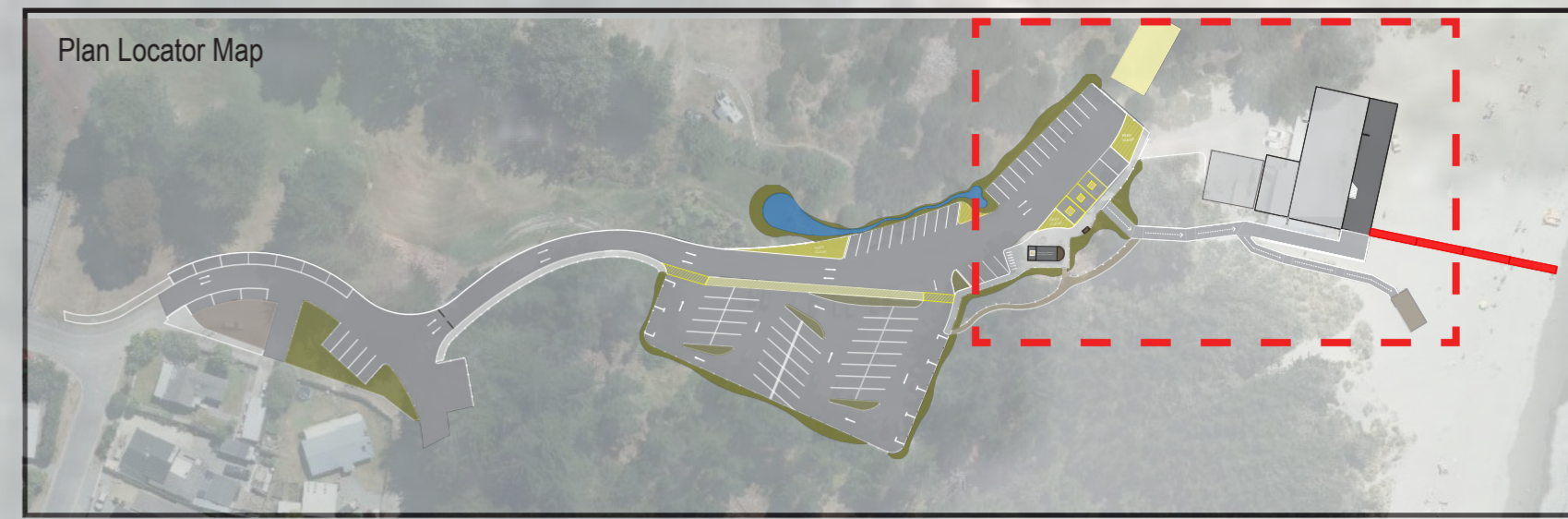
- KEY:**
- 1. EXISTING FOOTPATH
 - 2. EXISTING CAR PARKING
 - 3. PROPOSED FOOTPATH
 - 4. TRAFFIC CONTROL ARMS
 - 5. PEDESTRIAN ACCESS
 - 6. SEALED/FORMED CARPARKING
 - 7. COASTAL PLANTED GARDEN BEDS
 - 8. ACCESS GATE
 - 9. SWALE AND DRAINAGE PIT
 - 10. FORMED CARPARKING
 - 11. EXISTING BEACH ACCESS
 - 12. POSSIBLE FUTURE VOLLEYBALL
 - 13. UNMARKED ACCESSIBLE CAR PARKS
 - 14. ACCESSIBLE CAR PARKS
 - 15. REFURBISHED TOILET BLOCK & ACCESSIBLE TOILET
 - 16. BIKE STANDS
 - 17. ACCESSIBLE BEACH ACCESS
 - 18. ACCESSIBLE BEACH MAT
 - 19. ACCESSIBLE BEACH VIEWING PLATFORM
 - 20. OPTION 1 POTENTIAL BEACH VOLLEYBAL AREA



TRIM: 240617097567	
DATE: 02/12/2024	SCALE: 1:100 @ A2
PAGE: 3 of 4	
REVISION: 1	

KEY:

1. EXISTING FOOTPATH
2. EXISTING CAR PARKING
3. PROPOSED FOOTPATH
4. TRAFFIC CONTROL ARMS
5. PEDESTRIAN ACCESS
6. SEALED/FORMED CARPARKING
7. COASTAL PLANTED GARDEN BEDS
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9. SWALE AND DRAINAGE PIT
10. FORMED CARPARKING
11. EXISTING BEACH ACCESS
12. OPTION 2 POTENTIAL BEACH VOLLEYBAL AREA
13. UNMARKED ACCESSIBLE CAR PARKS
14. ACCESSIBLE CAR PARKS
15. REFURBISHED TOILET BLOCK & ACCESSIBLE TOILET
16. BIKE STANDS
17. ACCESSIBLE BEACH ACCESS
18. ACCESSIBLE BEACH MAT
19. ACCESSIBLE BEACH VIEWING PLATFORM



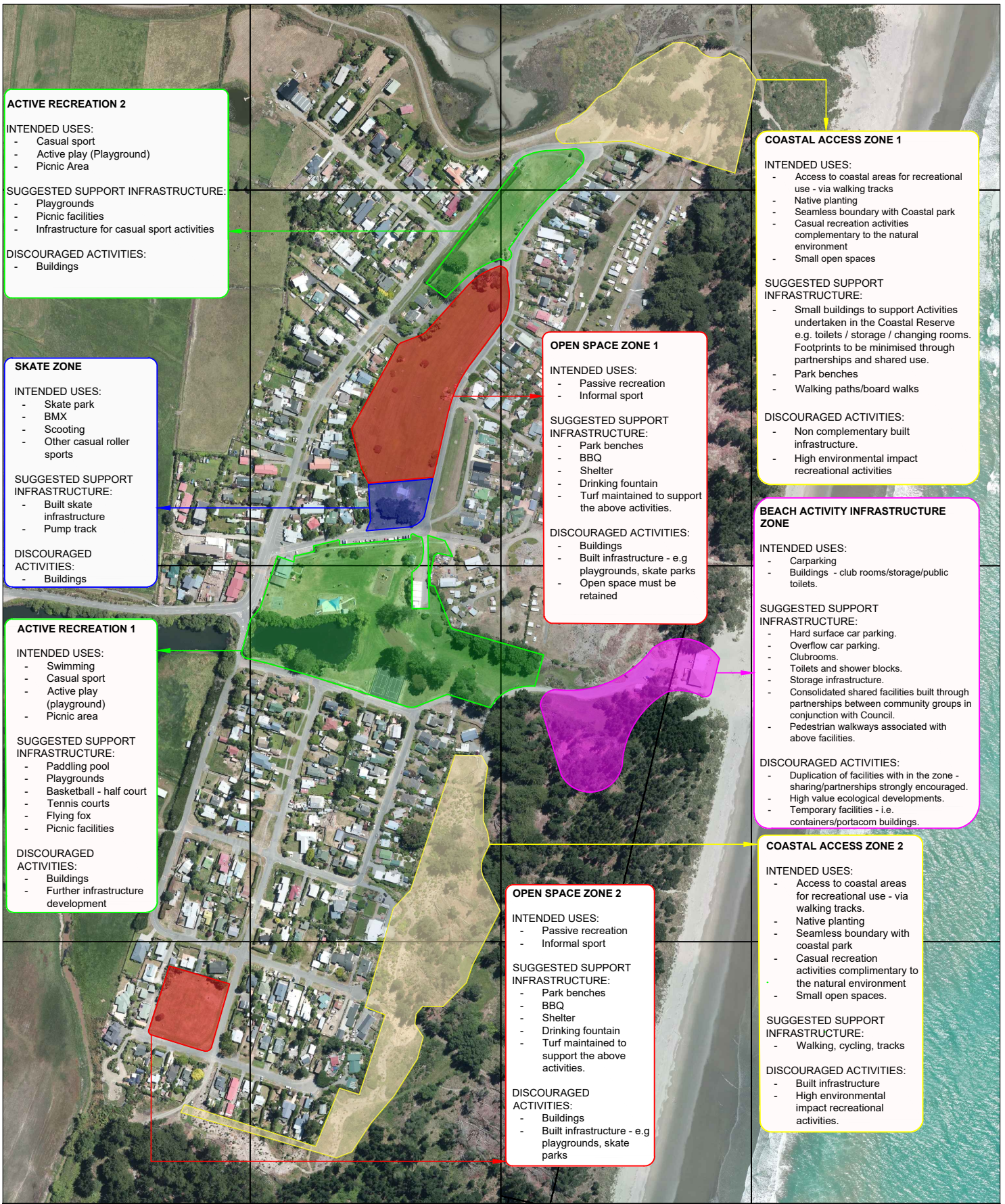
refer plan 2

15. Refurbished toilet block with accessible power

KEEP CLEAR

KEEP CLEAR

SURF CLUB



ACTIVE RECREATION 2

INTENDED USES:

- Casual sport
- Active play (Playground)
- Picnic Area

SUGGESTED SUPPORT INFRASTRUCTURE:

- Playgrounds
- Picnic facilities
- Infrastructure for casual sport activities

DISCOURAGED ACTIVITIES:

- Buildings

SKATE ZONE

INTENDED USES:

- Skate park
- BMX
- Scooting
- Other casual roller sports

SUGGESTED SUPPORT INFRASTRUCTURE:

- Built skate infrastructure
- Pump track

DISCOURAGED ACTIVITIES:

- Buildings

ACTIVE RECREATION 1

INTENDED USES:

- Swimming
- Casual sport
- Active play (playground)
- Picnic area

SUGGESTED SUPPORT INFRASTRUCTURE:

- Paddling pool
- Playgrounds
- Basketball - half court
- Tennis courts
- Flying fox
- Picnic facilities

DISCOURAGED ACTIVITIES:

- Buildings
- Further infrastructure development

OPEN SPACE ZONE 1

INTENDED USES:

- Passive recreation
- Informal sport

SUGGESTED SUPPORT INFRASTRUCTURE:

- Park benches
- BBQ
- Shelter
- Drinking fountain
- Turf maintained to support the above activities.

DISCOURAGED ACTIVITIES:

- Buildings
- Built infrastructure - e.g playgrounds, skate parks
- Open space must be retained

OPEN SPACE ZONE 2

INTENDED USES:

- Passive recreation
- Informal sport

SUGGESTED SUPPORT INFRASTRUCTURE:

- Park benches
- BBQ
- Shelter
- Drinking fountain
- Turf maintained to support the above activities.

DISCOURAGED ACTIVITIES:

- Buildings
- Built infrastructure - e.g playgrounds, skate parks

COASTAL ACCESS ZONE 1

INTENDED USES:

- Access to coastal areas for recreational use - via walking tracks
- Native planting
- Seamless boundary with Coastal park
- Casual recreation activities complementary to the natural environment
- Small open spaces

SUGGESTED SUPPORT INFRASTRUCTURE:

- Small buildings to support Activities undertaken in the Coastal Reserve e.g. toilets / storage / changing rooms. Footprints to be minimised through partnerships and shared use.
- Park benches
- Walking paths/board walks

DISCOURAGED ACTIVITIES:

- Non complementary built infrastructure.
- High environmental impact recreational activities

BEACH ACTIVITY INFRASTRUCTURE ZONE

INTENDED USES:

- Carparking
- Buildings - club rooms/storage/public toilets.

SUGGESTED SUPPORT INFRASTRUCTURE:

- Hard surface car parking.
- Overflow car parking.
- Clubrooms.
- Toilets and shower blocks.
- Storage infrastructure.
- Consolidated shared facilities built through partnerships between community groups in conjunction with Council.
- Pedestrian walkways associated with above facilities.

DISCOURAGED ACTIVITIES:

- Duplication of facilities with in the zone - sharing/partnerships strongly encouraged.
- High value ecological developments.
- Temporary facilities - i.e. containers/portacom buildings.

COASTAL ACCESS ZONE 2

INTENDED USES:

- Access to coastal areas for recreational use - via walking tracks.
- Native planting
- Seamless boundary with coastal park
- Casual recreation activities complimentary to the natural environment
- Small open spaces.

SUGGESTED SUPPORT INFRASTRUCTURE:

- Walking, cycling, tracks

DISCOURAGED ACTIVITIES:

- Built infrastructure
- High environmental impact recreational activities.

— Open Space Zone — Active Recreation zone — Skate zone — Coastal zone — Beach Activity Infrastructure zone

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 250324049937**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 15 April 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1 SUMMARY**

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Woodend Indoor Bowls Club	Towards the purchase of a set of indoor bowls	\$750	The application complies with the criteria.
Pegasus Residents' Group Incorporated	Towards hosting a Matariki Morning Tea	\$500	The application partially complies with the criteria.
Total:		\$1,250	

Attachments:

- i. Application from the Woodend Indoor Bowls Club (Trim Ref: 250321048835).
- ii. Application from the Pegasus Residents' Group Inc (Trim Ref: 250310039169).
- iii. Spreadsheet showing previous two years' grants.
- iv. Board Discretionary Grant Funding Criteria for the 2024/25 financial year.

2 RECOMMENDATION**THAT** the Woodend-Sefton Community Board:(a) **Receives** report No. 250324049937.(b) **Approves** a grant of \$.....to the Woodend Indoor Bowls Club to purchase a new set of indoor bowls.**OR**(c) **Declines** the application from the Woodend Indoor Bowls Club.(d) **Approves** a grant of \$.....to the Pegasus Residents' Group Inc. towards hosting a Matariki morning tea at Pegasus Bay School.**OR**(e) **Declines** the application from the Pegasus Residents' Group Inc.

3 **BACKGROUND**

- 3.1 The **Woodend Indoor Bowls Club** seeks funding to purchase a new set of indoor bowls.
- 3.2 The **Pegasus Residents' Group Inc.** is seeking funding to provide a morning tea at Pegasus Bay School for the older generation.
- 3.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$3,425.

4 **ISSUES AND OPTIONS**

Woodend Indoor Bowls Club (the Club)

4.1 Information provided by the Club:

- 4.1.1 The Club is based at the Woodend Community Centre and meets every Monday from March to September. The Club is requesting funding to purchase a new set of indoor bowls to support its "Give it a Go" evenings, which would hopefully attract new members. Currently, the Club has 45 members; however, it is working with the schools in the area to encourage young people to become involved with the sport. Most of the membership is from the Woodend-Sefton area, with a small percentage from Rangiora and Kaiapoi areas.
- 4.1.3 Having a spare set of bowls means that more games can be played simultaneously, which would increase spectators' involvement. Increasing membership numbers, especially with other age groups, will benefit the members and the wider community, providing a social stimulus for all ages. There is also the benefit of belonging to a group, and members encourage social support, which adds to the mix of demographics.
- 4.1.4 The new set of indoor bowls is expected to cost \$1,650, and the Club requested \$750. Currently, the Club has sought no other funding; however, it runs weekly raffles to raise funds for its operating costs. If this application is unsuccessful, the Club intends to continue with the purchase.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as Woodend Indoor Bowls Club is a not-for-profit organisation, and the project will primarily benefit the residents of the Woodend-Sefton area.
- 4.2.1 The application further complies with the Board's Discretionary Grant criteria, as it does not exceed the \$750 maximum that the Board allocates at one time. However, the Board may consider that as only 45 people would directly benefit from the purchase, it may not be the best use of grant funding. This is the first time the Club has applied to the Board for funding; however, it has received Council funding to assist in covering the hall hire costs.

Pegasus Residents' Group Incorporated (the Group)

4.3 Information provided by the Group:

- 4.3.1 The Pegasus Residents' Group was formed mid-2011 and became an incorporated society in September 2013. The main driving force behind the original group was setting up a volunteer Community Watch Team. Since then, the Group has grown along with the activities they are involved in within the Pegasus community.
- 4.3.2 The Group is requesting funding towards co-hosting a community event to celebrate Matariki in June 2024. The most likely date would be Tuesday, 17 June 2025, a date provided by the Pegasus Bay School. It is anticipated that approximately 80 residents will attend the event. All community sectors will be involved, and most, if not all, of the attendees will be from the Woodend-Sefton area. The benefit would be to bring a better understanding of Māori history and culture in the Pegasus area.

4.3.3 The community event will be a morning tea hosted by the Pegasus Bay School students for the older generation. The event will be held in the school hall, and after the tea, the students will entertain their grandparents and other older residents with different dances and songs with the Matariki as the theme. This will be an opportunity for different generations to come together to foster a greater understanding while allowing the younger generation to be of service and serve the older generation.

4.3.4 The cost of catering for the event is estimated at \$500, including napkins, tea, coffee, and milk. If this application is unsuccessful, the event will proceed; however, no other fundraising has been undertaken to support it to date.

4.4 Council Evaluation:

4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a community-based group providing a community event. However, this is the second year the Group has applied for the same project, and the Board may not wish to fund the same projects but rather concentrate on attracting new projects/events.

4.4.2 The Group received the following funding over previous years, and all Accountability Forms have been received:

Date	Request	Funding
September 2017	Towards Christmas on the Lake	\$500
October 2018	Towards Christmas on the Lake	\$500
July 2019	Towards Training	\$450
March 2020	Towards Ronel's Cuppa	\$500
April 2021	Towards AED Battery	\$635
May 2023	Hosting the Matariki community event	\$500
May 2024	Hosting the Matariki community event	\$500
Total		\$3,585

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

4.6 **Implications for Community Wellbeing:**

There are social and cultural implications, as events and sports 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 2024/25 Discretionary Grant Fund is \$3,425. If both applications are funded, the balance will be \$2,175 for the remaining two months 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 events or sports 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 2024-34 Long Term Plan includes a budget provision of \$6,830 for the Woodend-Sefton Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$3,425. If the applications are approved, the Board will have \$2,175 left for the remaining two months of the financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed 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 arising from the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

All health and safety-related issues will be the responsibility of the 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: Woodend Indoor Bowls Club

Address: _____

Contact person within organisation: ANDREW PETRIE

Position within organisation: PRESIDENT

Contact phone number: [REDACTED] Email: [REDACTED]

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

We would like a set of indoor bowls for our club. This is important for our increasing membership.

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

Overall cost of project/event: _____ Amount requested: \$750

How many people will directly benefit from this project? 45

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 10% Woodend-Sefton 80% Kaiapoi-Tuahiwi 10%

Other (please specify): _____

WAIMAKARIRI DISTRICT COUNCIL
 RECEIVED: 21 MAR 2025
 TO: Thea K

RECEIVED
 21 MAR 2025
 BY: _____

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

42

We will be able to play more games with another set of bowls. More involvement which is important for our club. Get primary school involved in the sport by running coaching clinics

What is the benefit(s) to your organisation?

If there is more participating this will attract more members which is important for the growth of our club. We are able to include the primary school children within ^{our} spectrum of influence.

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

The benefits are psycho-social. By involving people in our club it provides a social stimulus for our members. A sense of belong to a group. Good form of social support 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 to, or intend to apply to for funding this project and the amount applied for.

Weekly raffles.

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.

None

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:

A grant to cover our costs regarding our hire payment

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: _____

17/3/25

1,650.00 NZD

Expires in 30 days

Accept**Decline****QUOTE**

To Woodend Indoor Bowls

Quote number QU-0006

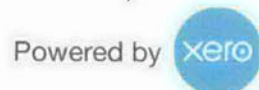
Issue date 9 Mar 2025

Expiry date **8 Apr 2025**, expires in 30 days

From New Zealand Indoor Bowls Incorporated
PO Box 62502
Greenlane
Auckland 1546
NEW ZEALAND

GST Number 010-385-822

Description	Quantity	Unit Price	Amount
Half Set Indoor Bowls	2.00	717.39	1,434.78
Subtotal			1,434.78
Total GST 15%			215.22
Total			NZD 1,650.00



Receipts and payment from 26 September 2023 to 16 September 2024

Operating Receipts	Last year	This Year
Club Raffle	\$1,054.30	\$1,313.60
Membership Fees/Subscriptions	\$1,300.00	\$1,260.00
Balcain Donation for Hire	\$-	\$50.00
Interest income	\$101.56	\$107.83
Payment for Anniversary meals	\$96.00	\$-
Total Operating Receipts	<u>\$2,551.86</u>	<u>\$2,731.43</u>
Operating Payments		
Hall Hire	\$881.05	\$1,064.16
Affiliation Fees	\$390.00	\$390.00
Club Competition Expenses	\$30.00	\$110.00
Tax on interest	\$45.71	\$48.53
Club Shirts/Jackets	\$462.00	\$-
Assets replacement/repair	\$87.53	\$1,547.43
Tournament Fees	\$220.00	\$290.00
Secretarial expenses	\$171.50	\$36.40
Raffle Prizes	\$130.00	\$150.00
Trophies	\$124.20	\$224.80
Catering	\$145.02	\$71.05
Northbrook Museum		\$82.00
Anniversary Dinner	\$936.00	\$-
Anniversary Dinner Gifts	\$170.00	\$-
Total Operating Payments	<u>\$3,793.01</u>	<u>\$4,014.37</u>
Operating Surplus /(Decrease)	\$ (1,241.15)	\$ (1,282.94)
Increase/(Decrease) in Bank Accounts and Cash	\$ (1,241.15)	\$ (1,282.94)
Bank accounts and cash at the beginning	\$6,612.92	\$5,371.77
Bank accounts and Cash at the End	\$5,371.77	\$4,088.83
Represented by:		
Cheque account. (ANZ Rangiora)	\$5,311.77	\$3,888.83
Cash on Hand	\$60.00	\$200.00
Total Bank Accounts and Cash at the End of the Financial Year	\$5,371.77	\$4,088.83
Asset replacement fund @ \$350.00 p.a	\$1,750.00	\$2,100.00
Accumulated Funds	\$3,621.77	\$1,988.83

Shirts in stock **5 new shirts,** **4 used shirts**

What happens now?

47

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: Pegasus Residents' Group Incorporated

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Vice President

Contact phone number: [REDACTED]

Email: [REDACTED]

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

The committee wish to support a Matariki morning tea at Pegasus Bay School for the older generation being served by the children of the school.

What is the timeframe of the project/event date? Tuesday 17th June 2025 - is the date planned with the school

Overall cost of project/event: \$500 Amount requested: \$500

How many people will directly benefit from this project? approx 80

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 100% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

What are the direct benefit(s) to the participants? 48

Community gains a better understanding of Matariki.

What is the benefit(s) to your organisation?

A better cultural understanding of the history of our district.

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

An opportunity for the senior and young generation coming together. A chance for the young generation to entertain the senior generation with Matariki related entertainment. A chance for the young generation to serve the senior generation morning tea. Brings hope for the senior generation in seeing the talent and the service of their grand-kids.

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.

None

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.

None

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:

Matariki morning tea at Pegasus Bay School on 25-June-2024.

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: 10-March-2025

Pegasus Residents Group Incorporated

Annual Budget

For the year ending 31 March 2024

Income:

Membership	\$4,200.00	
Members Donations	\$285.00	
Chairperson	\$0.00	
Communications	\$0.00	
Community Car	\$500.00	
Pegasus Community Centre	\$0.00	
Secretary	\$0.00	
Treasurer	\$0.00	
Event - Christmas by the Lake	\$0.00	
Event - Matariki	\$0.00	
Youth Initiatives	\$0.00	
Furture Projects and initiatives	\$2,000.00	
Total Income		\$6,985.00

Expenses

Chairperson	\$0.00	
Communications	\$1,740.00	
Community Car	\$3,760.00	
Pegasus Community Centre	\$3,030.00	
Secretary	\$794.95	
Treasurer	\$1,020.80	
Event - Christmas by the Lake	\$7,890.00	
Event - Matariki	\$500.00	
Youth Initiatives	\$1,000.00	
Furture Projects and initiatives	\$1,000.00	
Total Expenses		\$20,735.75

Net Surplus (Deficit)		-\$13,750.75
------------------------------	--	---------------------

Balance Sheet

Pegasus Residents' Group Incorporated

As at 31 March 2023

Accrual Basis

	31 MAR 2023	31 MAR 2022
Assets		
Bank		
Business Edge Account	17,796.53	24,774.03
Total Bank	17,796.53	24,774.03
Current Assets		
Accounts Receivable	530.00	175.00
Petrol Vouchers on hand	-	164.02
Total Current Assets	530.00	339.02
Fixed Assets		
Office Equipment	3,332.59	3,332.59
Less Accumulated Depreciation on Office Equipment	(3,218.09)	(2,586.25)
Total Fixed Assets	114.50	746.34
Total Assets	18,441.03	25,859.39
Liabilities		
Current Liabilities		
Accounts Payable	-	6.39
Christmas Event Surplus Held Over	-	6,326.17
Community Car Conditional Grants	-	2,000.00
Other Conditional Funds	6,000.00	7,150.00
Total Current Liabilities	6,000.00	15,482.56
Total Liabilities	6,000.00	15,482.56
Net Assets	12,441.03	10,376.83
Equity		
Current Year Earnings	2,064.20	1,392.92
Retained Earnings	10,376.83	8,983.91
Total Equity	12,441.03	10,376.83

Commentary and Cash Summary

Pegasus Residents' Group Incorporated For the month ended 31 March 2023

	MAR 2023	YEAR TO DATE
Income		
Community Car Sponsorship	-	685
Pegasus Map Sponsorship	-	2,725
Christmas Event Grants and Funding	-	6,626
Member Donations	-	2,285
Member Subscriptions	80	3,260
Total Income	80	15,581
Less Expenses		
Accounting Expenses	76	989
Christmas Event Expenses	-	5,926
Christmas Event Surplus Held Over	-	6,326
Community Car Expenses	88	2,151
Community Centre Costs	-	961
Community Projects and Events	-	1,768
PCC Community Centre Projects	503	503
Pegasus Map Expenses	-	1,387
Stationery and Office Expenses	-	767
Website and Software Expenses	-	1,781
Total Expenses	667	22,559
Surplus (Deficit)	(587)	(6,978)
Net Cash Movement	(587)	(6,978)
Summary		
Opening Balance	18,383	24,774
Plus Net Cash Movement	(587)	(6,978)
Cash Balance	17,797	17,797

Budget Variance

Pegasus Residents' Group Incorporated For the month ended 31 March 2023 Cash Basis

No major movements in the budget.

	2023	2023 OVERALL BUDGET	VARIANCE
Income			
Christmas Event Grants and Funding	6,626	8,126	(1,500) ↓
Community Car Grants, Funding, Sponsorship	2,685	2,847	(162) ↓
Member Donations	2,285	270	2,015 ↑
Member Subscriptions	3,260	3,000	260 ↑
Pegasus Map Sponsorship	2,725	2,950	(225) ↓
PRGI Community Centre Grants and Fundraising	-	200	(200) ↓
Website Grants and Fundraising	1,150	1,150	- =
Total Income	18,731	18,543	188
Gross Profit	18,731	18,543	188
Expenses			
Accounting Expenses	989	956	33 ↑
Christmas Event Expenses	5,926	7,846	(1,920) ↓
Community Car Expenses	2,315	3,005	(690) ↓
Community Centre Costs	961	2,450	(1,489) ↓
Community Projects and Events	1,768	822	946 ↑
PCC Community Centre Projects	503	-	503 ↑
Pegasus Map Expenses	1,387	3,272	(1,885) ↓
Stationery and Office Expenses	767	1,104	(337) ↓
Website and Software Expenses	1,781	2,419	(638) ↓
Total Expenses	16,397	21,874	(5,477)
Net Profit	2,335	(3,331)	5,666
	2023	2023 OVERALL BUDGET	VARIANCE
Community Projects and Events Breakdown			
PRGI Residents Survey	806	822	(16)
Matariki School and BBQ Event	461	-	-
Lake Trial Drop In Event	388	-	-

	2023	2023 OVERALL BUDGET	VARIANCE
Meet the Candidates Event	113	-	-
Total Community Projects and Events Breakdown	1,768	822	946

Profit and Loss

Pegasus Residents' Group Incorporated For the month ended 31 March 2023 Cash Basis

	MAR 2023	YEAR TO DATE
Trading Income		
Christmas Event Grants and Funding	-	6,626
Community Car Grants and Funding	-	2,000
Community Car Sponsorship	-	685
Member Donations	-	2,285
Member Subscriptions	80	3,260
Pegasus Map Sponsorship	-	2,725
Website Grants and Fundraising	-	1,150
Total Trading Income	80	18,731
Gross Profit	80	18,731
Operating Expenses		
Accounting Expenses	76	989
Christmas Event Expenses	-	5,926
Community Car Expenses	88	2,315
Community Centre Costs	-	961
Community Projects and Events	-	1,768
PCC Community Centre Projects	503	503
Pegasus Map Expenses	-	1,387
Stationery and Office Expenses	-	767
Website and Software Expenses	-	1,781
Total Operating Expenses	667	16,397
Net Profit	(587)	2,335

Balance Sheet

Pegasus Residents' Group Incorporated As at 31 March 2023

	31 MAR 2023	31 MAR 2022	31 MAR 2021
Assets			
Bank			
Business Edge Account	17,797	24,774	10,589
Total Bank	17,797	24,774	10,589
Current Assets			
Accounts Receivable	530	175	-
Petrol Vouchers on hand	-	164	-
Total Current Assets	530	339	-
Fixed Assets			
Office Equipment	3,333	3,333	3,333
Less Accumulated Depreciation on Office Equipment	(3,218)	(2,586)	(1,947)
Total Fixed Assets	115	746	1,385
Total Assets	18,441	25,859	11,974
Liabilities			
Current Liabilities			
Accounts Payable	-	6	-
Christmas Event Surplus Held Over	-	6,326	1,826
Community Car Conditional Grants	-	2,000	1,164
Other Conditional Funds	6,000	7,150	-
Total Current Liabilities	6,000	15,483	2,990
Total Liabilities	6,000	15,483	2,990
Net Assets	12,441	10,377	8,984
Equity			
Retained Earnings	12,441	10,377	8,984
Total Equity	12,441	10,377	8,984

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Woodend-Sefton Community Board 10.138.100.2410			(2022/23) \$ 4,300 + Carry forward \$2,325 = \$6,625				\$6,625
	1-Jul	North Canterbury Federation of Women's Institute	Hire of hall and craft supplies	3.11.22	\$200.00	\$200.00	\$6,425
	11-Jul	Woodend School	Glentui Camp		\$500	Declined	\$ 6,425.00
	8-Aug	Woodend Fire Brigade	Towards safety signage for support vehicle	18.01.2023	As much as possible	715	5,710
	12-Dec	Sefton School	Towards replacing the pool heating system	21.03.23		\$500	\$5,210
	March	Relay for Life event	Costs of hosting	31/07/2023	\$250	\$500	\$ 4,710.00
	8-May	Woodend Netball Club	Uniforms	16/08/2023	\$500	\$500	\$4,210
	8-May	North Canterbury Adventure Club	Sporting Equipment		\$855	Declined	\$4,210
	8-May	Menzshed Pegasus Woodend Community Trust	tools and equipment	26.07.23	\$500	\$500	\$3,710
	8-May	Pegasus Residents Group Incorporated	towards hosting a Matariki Community Event	15-Apr-24	\$500	\$500	3,210.00
	12-Jun	Sefton Netball Club	Towards new uniforms		\$500	\$500	2,710.00

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			(2023/24) \$ 4,400 + Carry forward \$2,710 = Returned funds \$500 =				\$7,610
Woodend-Sefton Community Board 10.138.100.2410	10-Jul	North Canterbury Federation of Womens Institute	Hall hire, advertising and tutor costs	9.01.2024	\$200.00	\$200.00	\$7,410
	10-Jul	Waikuku Beach Surf Life Saving Club	New Garage Door	Awaiting Building consent	\$4,500.00	\$750.00	\$6,660.00
	10-Jul	Waikuku Beach Indoor Market	shelving and display cases	returning funds	\$500	\$ 500.00	\$ 6,160.00
	14-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	15-Oct-24	\$500	\$ 500.00	\$ 5,660.00
	14-Aug	Pegasus Bay Art Show	Towards printing costs	11-Oct-23	\$500	\$ 500.00	\$ 5,160.00
	14-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$500	\$ 278.84	\$4,881.16
	11-Sept	Woodend Volunteer Fire Brigade	Christmas Lights	10-Apr-24	\$500	\$ 500.00	\$4,381.16
	11-Sept	Woodend Playcentre	Fencing	Only be sent once all funding has been raised.	\$5,000	\$ 500.00	\$3,881.16
	4-Dec	Sefton Cricket Club Junior Section	towards equipment for junior cricket teams	16-May-24	\$750	\$ 750.00	\$3,131.16
	4-Dec	Sefton School	Towards replacment of pool cover	23-Feb-24	\$750	\$ 750.00	\$2,381.16
	13-Feb	Pegasus Dragons	towards attending the National Dragon Boating Compition	2-Apr-24	\$750	\$ 500.00	\$1,881.16
	8-Apr	Woodend Community Association	Community Cultural and Hangi Day	21-May-24	\$1,000	\$1,000	\$881.16
	13-May	Pegasus Residents Group Inc	towards hosting Matariki Event	23-Jul-24	\$ 500.00	\$ 500.00	\$381

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			(2024/25) \$6,830				\$6,830
Woodend-Sefton Community Board 10.138.100.2410	8-Jul	Woodend Spring Flower Show	Towards hall hire and insurance costs	4-Nov-24	\$1,000	\$500	\$6,330
	8-Jul	North Canterbury Pony Club	Towards cost of St John's services	18-Oct-24	\$500	\$200	\$6,130
	8-Jul	Hope Trust	Towards a projector and screen	31-Oct-24	\$705	\$705	\$5,425
	12-Aug	Oxford Community Trust	towards catering costs for Day Out event		\$750	Declined	\$5,425
	9-Sept	Sefton Netball Club	towards purchase of equipment		\$500	\$500	\$4,925
	9-Sept	Woodend Fire Brigade	Christmas Light Display		\$500	\$500	\$4,425
	9-Sept	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$500	\$500	\$3,925
	11-Nov	Waioira Links Community Trust	Entertainment for family event	3-Mar-25	\$750	\$500	\$3,425
	1-Apr	Pegasus Residents' Group	Matariki Morning Tea		\$ 500.00		
	1-Apr	Woodend Indoor Bowls Club	Set of indoor bowls		\$750		

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.

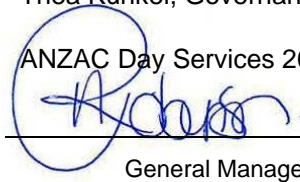
The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 250401056278**REPORT TO:** Woodend-Sefton Board**DATE OF MEETING:** 15 April 2025**FROM:** Thea Kunkel, Governance Team Leader**SUBJECT:** ANZAC Day Services 2025**SIGNED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive
1 SUMMARY

The purpose of this report is to appoint the Woodend-Sefton Community Board (the Board) representation to attend the 2025 Anzac Day services around the Woodend-Sefton area and for the representative(s) to lay wreaths on behalf of the community.

2 RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250401056278.
- (b) **Appoints** Board members, to attend the Woodend Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial.
- (c) **Appoints** Board members....., to attend the Sefton Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a with a Council representative.
- (d) **Appoints** Board members, to attend the Pegasus Dawn Service to be held at 6am on Friday, 25 April 2025, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

3 BACKGROUND

- 3.1 Anzac Day will be commemorated on Friday, 25 April 2025, and it is normal for a representative of the Community Boards to attend the services and lay wreaths on behalf of the community.
- 3.2 Representatives from the Community Boards will lay wreaths on behalf of the community at the Woodend, Kaiapoi Citizens, Oxford, and Rangiora services, which Councillors will also attend. Community Board representatives will also lay wreaths in conjunction with Council representatives at other Anzac Day services.

4 ISSUES AND OPTIONS

- 4.1 Three services will be held in the Waimakariri District on Thursday, 24 April 2025. The first will be at Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Community Centre.

- 4.2 All other services will be held on Friday, 25 April 2025, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 On Friday, 25 April 2025, the Kaiapoi Citizens' Service will be held at 10am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service at 6.30am at the War Memorial at Raven Quay. Community participation will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.4 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.5 The times of the services are:

Thursday 24 April 2025:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Friday 25 April 2025:	Dawn Parade – RSA Rangiora	6am
	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11am
	West Eyreton Service	11.30am
	Loburn War Memorial – Striking of the Flag	2pm

- 4.6 **Implications for Community Wellbeing**
The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.
- 4.7 The Management Team have reviewed this report and supports the recommendations.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

The Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured.

5.2 **Groups and Organisations**

Staff assist the local RSA representatives with traffic management plans, advertising services, and service sheets.

5.3 Wider Community

The events will be advertised before the day (in local newspapers, on the Council web, and on Council Service Centre TV screens), outlining the time and place of ceremonies in the Waimakariri District. The community is most welcome and encouraged to attend one or more services.

The community expects Anzac Services to be held in the district. These are public events, and everyone is welcome to attend.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

The Council's Governance budget covers the costs for wreaths, advertising, traffic management, and service sheets, and funding is not sought from the Woodend-Sefton Community Board for these costs. The anticipated costs are as follows:

Traffic Management	\$13,500
Wreaths (18)	\$ 3,240
Staff Cost	\$ 1,500
Service Sheets	\$ 500
Total	\$18,740

The Council's Greenspace Team undertakes maintenance work at the various memorial sites prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also makes provision for annual grants of \$4,000 to the various RSAs for miscellaneous costs of hosting the Anzac Day Services. The Council also covers the cost of \$3,785.80 for the hiring of a sound system to be used at the Kaiapoi War Memorial Service.

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

The adoption/implementation of the recommendations in this report does not involve risks. Traffic management plans have been implemented in conjunction with the RSAs.

6.4 Health and Safety

The local RSA, which will host the various services, will oversee all health and safety-related issues.

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.

7.4 Authorising Delegations

Not applicable.

CHAIRPERSON'S REPORT March 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>
4 March	Council Meeting	Attended to hear the item on the path between Woodend and Ravenswood. Pleased to hear funding was approved subject to NZTA safety approval, for the 2025/26 financial year.
	Ravenswood Community Cuppa	Greenspace representative spoke at cuppa. A couple of things raised with me to follow up.
	Pegasus Community Centre Steering Group	Looked at feedback from community consultation. Discussions around design to meet budget. Next meeting early March.
7 March	Catch up with Greenspace	Regular catch up on where projects are at.
11 March	Council Briefing from NZTA	Briefing on project.
	WSCB Board meeting	Regular monthly meeting at Sefton Hall
12 March	Community Cuppa, Pegasus	The speaker outlined the Abbeyfield project for Rangiora. A few questions raised with me afterward about the route for the Bypass.
13 March	Waimakariri Access Group	Training event for staff and elected members with the aim to raise awareness of the challenges people with disabilities face with some activities led by students from the Rangiora High School Lighthouse programme, 3 speakers and a chance to use mobility equipment around Rangiora. 21 staff attended from across a wide range of units and 3 elected members. Good feedback received.
18 March	Monitoring traffic volumes	Spent an hour between 7am and 8am watching traffic flow in Woodend and pedestrian light use after ongoing concerns around the traffic backing up.
24 March	Annual Plan drop-in at Woodend Community Centre 4 – 7pm	Low turnout but a good chance to have an informal catch up with members of the Woodend Indoor Bowling club as they arrived for their game.
25 March	Monitoring traffic volumes	Spent an hour between 7am and 8am watching traffic flow in Woodend and pedestrian light use after ongoing concerns around the traffic backing up.
	Board Annual Plan submission workshop	Good discussion about possibilities to include. Submission to ECan lodged focusing on distance to bus stops. Draft submission to WDC out for feedback from Board members.
29 March	Volunteering at Pegasus Community Centre	Busy morning with 51 people through and the book cave was very popular.
1 April	Ravenswood Community Cuppa	Woodend Fire Service as the speaker, with good engagement and lots of questions for them. Answered questions around the path between Woodend and Ravenswood. Encouraged submissions on the draft Annual Plan. Greenspace staff have engaged with some residents that raised concerns at the last cuppa.

CHAIR'S STATEMENT

- Wrote Board column for April issue of The Woodpecker
- Managing Board Facebook page with some assistance
- Monitored traffic flows in Woodend on two mornings in peak commuting hour. Hope to do a few more mornings in different locations.
- Assisted in drafting submissions to draft Annual Plans for WDC and ECan.

Main issues raised by residents were:

- Cost of rates.
- Lack of a safe path between Ravenswood and Woodend (SH1). News that the path has been funded by Council, subject to NZTA safety approval, has been well received.
- SH1 which is the responsibility of NZTA - Waka Kotahi
 - 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. Some concern raised by Waikuku locals at high speeds on Gressons Road.
- Pegasus Lake – the future
- Still concern around the Government proposal to consider fast tracking housing between Ravenswood and Gressons Road and the impact on drainage, roads, access to health services and education.

WOODEND-SEFTON COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of March 2025*

Member' Name: Philip Redmond

MEMBER'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
5 March	ENC Networking; Lacedark Kaiapoi	Presentation by Simon Hart – well attended
6 March	Loburn War Memorial	Official opening very well attended
7 March	ARC Open Day, Goodall Lane Rangiora	Cara Gullick
9 March	Kaiapoi Fun Run/Walk	Great participation and successful event
	Swananoa School Fair	Huge attendance, 30,000 mentioned. Traffic congestion
10 March	Kaiapoi Library Mayoral Drop-in	Met with several residents to discuss concerns
	Rangiora Eastern Link	Met with affected resident with staff. Western route now preferred, designated route, less property owners involved.
12 March	Ronel's Cuppa at Pegasus	Always well attended
13 March	Waimakariri Access Group	Accessibility training, good presentations, practical training, staff and elected members
16 March	The Royal Commonwealth Society Canterbury	Commonwealth Day Luncheon. King's speech read and Queen's Essay Competition Award Winners presentation.
17 March	Royal Honours Afternoon Tea	Hosted by the Mayor
19 March	Biodiversity Workshop	MainPower Stadium – well attended
20 March	Draft Annual Plan Community Engagement	Rangiora – poor attendance
21 March	Volunteer Expo at Woodend Community Centre	Good number of exhibitors
24 March	Draft Annual Plan	No members of the community attended
25 March	North Canterbury Sport and Recreation Trust	Trust meeting
27 March	Pegasus Community Centre Mayoral Drop-in	Met with several residents
29 March	Oxford A&P Show	Supported local Board and ward members. Excellent day

Also attended council meeting, all committee, several drainage group meetings and resident meetings.