

Agenda

Rangiora-Ashley Community Board

Wednesday 9 April 2025

7pm

Council Chamber
215 High Street
Rangiora

Members:

Jim Gerard QSO (Chairperson)

Kirstyn Barnett (Deputy Chairperson)

Robbie Brine

Ivan Campbell

Murray Clarke

Monique Fleming

Jason Goldsworthy

Liz McClure

Bruce McLaren

Joan Ward

Steve Wilkinson

Paul Williams



WAIMAKARIRI
DISTRICT COUNCIL

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**AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD
IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 9 APRIL 2025 AT
7PM.**

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

BUSINESS

PAGES

1. APOLOGIES

2. CONFLICTS OF INTEREST

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 12 March 2025

8-19

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 12 March 2025.

3.2. Matters Arising (From Minutes)

3.3. Notes of the Rangiora-Ashley Community Board Workshop– 12 March 2025

20-21

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives**, the circulated Notes of the Rangiora-Ashley Community Board workshop, held on 12 March 2025.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. River Road – Approval of Scheme Design – No. 61 to Enverton Drive – Joanne McBride (Roeading and Transport Manager) and Glenn Kempton (Senior Project Engineer)

22-37

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250319046901.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roeading Committee:

- (b) **Approves** the River Road Scheme Design, for the section of road between no. 61 River Road and Enverton Drive (as per Trim No. 250122010187).
- (c) **Approves** the installation of no stopping restrictions as per the following table.

| Town | Street Name | Side of Road | Location | Length (m) |
|----------|-------------|--------------|---------------------------------|------------|
| Rangiora | River Road | South | 69 River Road to Enverton Drive | 132 |

- (d) **Notes** that the approved design will be forwarded to the developer of no. 79 River Road to construct the portion outside their development as required by the Resource Consent.
- (e) **Notes** that this report is for approval of the design only, and a separate report will be taken to Council regarding the likely timing and costs for the areas beyond the development frontage.
- (f) **Notes** that the Developer for no.79 has been asked to provide a costing for the works beyond the development frontage.
- (g) **Notes** that the approval of the scheme design is time sensitive, as this is required to allow the developer to progress works within their development area.

6.2. Approval of Concept Plans for Ashey Picnic Grounds and Millton Memorial Community Reserve Toilets – Grant Stephens (Design and Planning Team Leader) and Justine Rae (Senior Advisor – Assets and Capital)

38-56

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250313042383.
- (b) **Approves** the Ashley Picnic Grounds and Millton Memorial Community Reserve Toilets - Drawings (Trim 250313042383).
- (c) **Notes** budget is approved and assigned to both toilet projects within the 2024/2025 financial year.
- (d) **Notes** that the total engineers estimate for both projects, including a 10% contingency comes to \$536,034. As there is a growth element to Millton Memorial Community Reserve the land development budget will support the project.
- (e) **Notes** should the concept plans be approved; Greenspace staff will work with Councils Project Delivery Unit to carry out the tender and construction process for this development.
- (f) **Notes** that staff will circulate a memo to the Board with project and construction timelines once this is agreed with the successful tenderer.
- (g) **Circulates** this report to Council for their information.

6.3. **Request for inclusion of a new name to the Pre-Approved Rangiora-Ashley Road and Reserve Names List – Thea Kunkel (Governance Team Leader)**

57-70

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250227032451.
- (b) **Approves** including the name 'Ealam' in the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List.

OR

- (c) **Declines** the inclusion of the name 'Ealam' in the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List.

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

71-103

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250324050197.
- (b) **Approves** a grant of \$..... to the Rangiora Community Patrol to purchase dashcams for its patrol vehicle.

OR

- (c) **Declines** a grant to the Rangiora Community Patrol.
- (d) **Approves** a grant of \$..... to Big Brothers Big Sisters North Canterbury towards a new office computer.

OR

- (e) **Declines** a grant to Big Brothers Big Sisters North Canterbury.

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

104-107

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250327052746.
- (b) **Appoints** Board members, to attend the Dawn Parade to be held at 6am on Friday, 25 April 2025, at the Rangiora RSA.
- (c) **Appoints** Board members to attend the RSA Memorial Service to be held at 9.30am on Friday, 25 April 2025, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (d) **Appoints** Board members to attend the Cust Anzac Day service to be held at 10 am on Friday, 25 April 2025, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (e) **Appoints** Board members to attend the Fernside Anzac Day Service, to be held at 10am on Friday, 25 April 2025 at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Council representative.
- (f) **Appoints** Board members to attend the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph, and to lay a wreath.
- (g) **Appoints** Board members to attend the Striking of the Flag at 2pm on Friday, 25 April 2025, at the Loburn War Memorial.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for March 2025

108

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250402056620.

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 March 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 11 March 2025.
- 9.3. Kaipoi-Tuahiw 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

THAT the Rangiora-Ashley 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

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

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

11. CONSULTATION PROJECTS

11.1. Waimakariri District Council Draft Annual Plan 2025/26

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

Consultation closes Monday 21 April 2025.

11.2. Elderly Housing on Courtenay Drive

<https://letstalk.waimakariri.govt.nz/elderly-housing-on-courtenay-drive>

Consultation closes Wednesday 9 April 2025.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 31 March 2025: \$6,785.

12.2. General Landscaping Fund

Balance as at 31 March 2025: \$28,646 not allocated.

13. MEDIA ITEMS

14. QUESTIONS UNDER STANDING ORDERS

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 14 May 2025.

Workshop

- *Recreation Capital Programme Update – Duncan Roxborough (Strategic and Special Projects Manager) and Justine Rae (Senior Advisor Assets and Capital) – 30 Minutes*
- *Members Forum*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 12 MARCH 2025 AT 7PM.

PRESENT

J Gerard QSO (Chairperson), K Barnett (Deputy Chairperson), R Brine, I Campbell, M Fleming, L McClure, B McLaren, J Ward, and P Williams.

IN ATTENDANCE

Mayor D Gordon, P Merrifield (Oxford-Ohoka Community Board)

S Hart (General Manager Strategy Engagement and Economic Development), K Howat (Parks and Facilities Team Leader), G MacLeod (Greenspace Manager), G Stephens (Design and Planning Team Leader), K Waghorn (Solid Waste Asset Manager), S Morrow (Rates Officer – Property Specialist) T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer)

Two members of the public were present.

1. APOLOGIES

Moved: P Williams

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** and sustains apologies for absence from J Goldsworthy, M Clark and S Wilkinson.

CARRIED

2. CONFLICTS OF INTEREST

Item 6.4 – L McClure declared a conflict of interest for the Discretionary Grant application from the Rangiora Volunteer Fire Brigade.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 12 February 2025

Moved: K Barnett

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting held on 12 February 2025.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising from the minutes.

4. **DEPUTATIONS AND PRESENTATIONS**

4.1. **Northbrook Reserve Food Forest – B Cairns**

B Cairns congratulated the Board on including food security in the Community Board Plan and appreciated L McClures' initiative in moving this project forward. He tabled a proposal (Trim 250321048461) to create pocket forests in Northbrook Reserve to soften the hard concrete areas and appeal to those using the picnic area. Several residents within the area had also indicated an interest in assisting with a Food Forest. B Cairns felt this was only the beginning, and if success was shown in this neighbourhood, the Food Forests would expand to other areas.

J Ward questioned who would prepare the ground and provide the plants. B Cairns noted that little ground preparation would be needed, i.e., simply digging a hole to plant the fruit tree. Once it was planted, cardboard would be laid around the tree and covered with large volumes of mulch. The only thing the Council would be asked to provide would be the mulch. He suggested asking residents to donate cardboard and promised to donate the first few trees to aid in getting the Food Forest started.

K Barnett asked if the Board could come to B Cairns for advice on setting up Food Forests in different areas. B Cairns confirmed that he was happy to investigate any other areas where the Board or community wanted to set up a Food Forest.

M Fleming wondered if the Board could use its Landscaping Budget to purchase trees for the Food forest. J Gerard noted a workshop was being held after the meeting to discuss the Board's Landscaping Budget.

Moved: L McClure

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Requests** staff provide a report to the Board on the next steps required for setting up a Food Forest in Northbrook Reserve.

CARRIED

5. **ADJOURNED BUSINESS**

5.1. **Cust Domain Football Proposal – K Howat (Parks and Facilities Team Leader)**

K Howat stated that this report was laid on the table to enable staff to consult further with the Cust Domain Advisory Group. Any updated information was within the report, so he took it as read.

P Williams questioned if the toilet facilities would be sufficient to meet the needs of increased user numbers. K Howat confirmed the toilet system had a 3000L septic tank with a soakaway system to drain off fluid, allowing the effluent level to remain constant. A recent assessment confirmed that the proposed increased visitor numbers would not place a strain on the capacity of the system. Notably, this review marked the first inspection of the tank since the 2011 earthquakes, revealing it to be well below capacity. As a precaution, the tank was emptied during the review to ensure it remained within its operational limits. Furthermore, most weekends were projected to host only a single game at the site, meaning any increase in usage would be minimal.

M Flemming suggested that the Mandeville Domain may be a more suitable location for the Oxford Football Club to establish an additional field. K Howat explained that the Mandeville Domain did have space; however, the area was undeveloped, and the set-up cost would, therefore, be much higher. G MacLeod noted that the Mandeville Sports Club

was updating its Concept Plan and was investigating various options which may include football in the future, as it was a growing sport in the district.

B McLaren sought clarity on why the Oxford Football Club would no longer be paying the full cost of upgrading the lighting at Cust Domain. K Howat advised that the Club had extensive electrical engineering expertise and was willing to cover the majority of costs; however, they had asked the Council to cover the cost of trenching. Following internal discussion with staff, it was decided that Greenspace would be able to cover those costs as there was a benefit to the Council.

Moved: K Barnett

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250226031848.
- (b) **Approves** the installation of a second senior field at Cust Domain.
- (c) **Approves** the upgrade of the existing light pole by the Oxford Football Club on a cost-share basis with the Council.
- (d) **Notes** that the existing lighting structure is reaching the end of its operational life and that Oxford Football Club has agreed to contribute towards the movement and replacement costs of the existing pole and meet all electrical costs associated with the upgrade.
- (e) **Notes** that the existing light system is insufficient for night training, and an upgraded light pole would also benefit the Council for security on existing buildings and potential future user groups.
- (f) **Notes** that a user guide will be developed between the Cust Domain Advisory Group and all user groups to establish clear expectations for respectful, fair and collaborative use of the Domain, and to ensure that impacts of informal users would be minimal.
- (g) **Notes** that a review of all user groups will be carried out with the Cust Domain Advisory Group at the end of the football 2025 season to identify any issues or concerns, with a report to the Community Board on the outcome of the review.
- (h) **Notes** that a review will be carried out for the Terms of Reference for Cust Domain Advisory Group to clarify the groups' role, responsibilities and operating guidelines and to ensure representation for all user groups.
- (i) **Notes** that there is limited parking available at the domain; however, any overflow parking could be accommodated in the adjacent paddock or in the domain to the west of the carpark, which would be weather dependent.

CARRIED

P Williams Abstained

K Barnett noted that extensive discussions had taken place regarding this report. She emphasised that the key issue had not been the designation of the area as a sports park but rather the types of sports that were appropriate for the location. The Cust community had historically viewed the Cust Domain as an informal sports ground, so the prospect of introducing several formal football fields had caused significant concern among residents. Following a discussion with the Cust Domain Advisory Group, the Council, and other user groups, a reasonable compromise was reached. Relocating one of the two football fields farther from the equestrian facility would benefit young and inexperienced horses and riders, particularly given that the Cust Equestrian Centre was not a formal pony club. K Barnett also acknowledged concerns about the potential increase in formal sports usage of the Cust Domain due to its location in a river valley prone to regular flooding, with Mill

Road typically becoming inaccessible during winter. This had made the grounds unsuitable for formal winter sports on a consistent basis. She expressed satisfaction that a review involving all user groups would be conducted to ensure the arrangements were functioning effectively.

B McLaren believed community facilities should be available for everyone; however, the thought and effort put into the consultation feedback by submitters was very persuasive. He felt laying the report on the table at the previous meeting was the right call, as this topic needed further thought. He was very comfortable supporting the new motion, as all groups had their points of view considered.

P Williams highlighted his concern regarding the septic tank, noting that if it needed to be emptied more regularly, the maintenance costs would be much higher.

J Gerard supported the motion, stating it was sensible and provided a good outcome. He acknowledged laying the report on the table at the previous meeting was the correct decision. He also did not feel the increase in people would be significant enough to cause any issues with the septic tank.

6. REPORTS

6.1. Proposed Early Collection Area: Percival, Victoria and Murray Streets, Rangiora – K Waghorn (Solid Waste Asset Manager)

K Waghorn took the report as read.

K Barnett raised concern that no consultation had been undertaken with the affected residents as it was not always possible in the area to leave bins out overnight due to vandalism. K Waghorn stated that rubbish bags left on the curb overnight could be damaged by roaming animals; however, there had been no reports of vandalism in the area.

J Gerard asked if the extension of collection in other areas of Rangiora was being considered. K Waghorn confirmed it would be considered through the Waste Minimisation Plan that was currently being reviewed.

Responding to P Williams' question, K Waghorn clarified that noise constraints were dealt with through the Resource Management Act of 1991. Noise was not allowed to exceed 70 decibels before 7 a.m.; however, it was hard to measure the sound produced by the collection trucks.

Moved: B McLaren

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250218025857.
- (b) **Supports** the proposal to bring the collection time forward in Victoria, Percival and Murray Streets to make collections in this area more efficient and effective.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (c) **Approves** designating the following streets as "Early Collection Streets":
 - i) Victoria Street from No. 7 to 59, between Northbrook Road and Queen Street.
 - ii) Percival Street from No. 69 to 119A, between Victoria Street and Queen Street.

- iii) Murray Street from No. 1A/2 to No. 35, between George Street and Queen Street.
- (d) **Notes** that these collections would not start earlier than 6:30 am and are more likely to commence at 6:45 am.
- (e) **Notes** that the school, residents and residential facilities in these streets will be notified about the change in collection times at least one week in advance of the change in the collection time.

CARRIED

B McLaren liked that this change would make collections more efficient and effective and did not believe this would cause significant change in people's lives.

6.2. Road Naming – Cambridge Blue Developments Limited (70 Oxford Road, Rangiora) – S Morrow (Rates Officer – Property Specialist)

S Morrow advised that approval was being sought for two road names at a property currently known as 70 Oxford Road, which had been subdivided into approximately 16 new lots. The proposed roads would be private right-of-ways, and both names were on the Board's preapproved road name list.

Moved: P Williams

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250224029910.
- (b) **Approves** the following proposed road names for new private Right of Ways shown as Roads 1 and 2 on the attached plan (Trim: 250220028131).
 - 1. Rowland Place (Pvt).
 - 2. Horton Place (Pvt).

CARRIED

B McLaren noted that selecting names from the Board's Preapproved Road Name List for Rangiora was an effective use of time.

6.3. Road Naming – Cambridge Blue Developments Limited (79 River Road, Rangiora) – S Morrow (Rates Officer – Property Specialist)

S Morrow noted there would be approximately 22 lots, and both roads would be public roads vested in the Council. Both proposed names were selected from the Board's Preapproved Road Name List for Rangiora.

Moved: B McLaren

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250225030621.
- (b) **Approves** the following proposed road names as shown as Roads 1 and 2 on the attached plan (Trim. 250224029954).
 - 1. Blundell Place.
 - 2. Galloway Place.

CARRIED

B McLaren again noted that selecting names from the Board's Preapproved Road Name List for Rangiora was an effective use of time.

6.4. **Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

T Kunkel informed the Board that the Rangiora Volunteer Fire Brigade wished to replace its gazebo, which was damaged during its 150th celebration in 2024. They requested \$1000, and the request did comply with the Board Discretionary Grant Criteria.

K Barnett questioned if there were any criteria stopping the Board from contributing more to an application. T Kunkel advised that the Board may only consider granting more than \$1,000 in exceptional circumstances and should provide detailed reasons for exceeding the funding limit.

Moved: K Barnett

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250210020451.
- (b) **Approves** a grant of \$2000 to the Rangiora Volunteer Fire Brigade to purchase replacement gazebos for safety, brigade, and local community events.

CARRIED

J Gerard was against

K Barnett noted that the Rangiora Volunteer Fire Brigade was a large group that supported a large sector of the Board's ward and the wider Waimakariri community. Due to the cost of gazebos, she felt it was appropriate for the Board to allocate more money. The end of the financial year was approaching, and she did not want to see the Board have money not allocated and that money not be carried over to the next financial year.

I Campbell concurred with K Barnett's comments, stating the gazebo would provide a good profile at events and help attract more volunteers.

J Gerard did not support allocating \$2000 as he felt it significantly reduced the amount of Discretionary Grant available for the remainder of the financial year. He would be open to giving \$1000 and reconsidering at the end of the financial year if there was still funding remaining.

T Kunkel advised that the Rangiora Cricket Club was requesting \$1000 to purchase cricket balls. She noted that this application partially complied with the Board's Discretionary Grant Criteria but this was the third time the Club had applied to the Board for the purchase of cricket balls. The criteria stated that the Board would not fund ongoing or annual operating expenditures.

Moved: B McLaren

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (c) **Approves** a grant of \$1000 to the Rangiora Cricket Club Inc. to purchase new cricket balls.

CARRIED

R Brine was against

B McLaren stated it did concern him that this application was for an ongoing annual cost. However, cricket balls were the most required item by a cricket club, and they provided a great service to the community.

R Brine noted he did not support the motion as this was the third time the Club had applied for the purchase of cricket balls, and he felt the cost should be factored into the Club's fees and charges.

J Gerard advised that although he agreed with R Brine's comments, he supported the motion. He believed these were exceptional circumstances as the Club had just been granted approval to build an artificial pitch, which it had spent a large amount of money on.

6.5. **Approval of the updated Rangiora-Ashley Community Board Plan 2022-25 – Thea Kunkel (Governance Team Leader)**

T Kunkel thanked the members who contributed to the 2025 Board Plan. She noted a request had been made to update the cover page photo; however, she was unable to source a photo in time and stated it would be updated for the next Board plan.

Moved: B McLaren

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250130015011.
- (b) **Approves** the updated Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).
- (c) **Authorises** the Chairperson to approve the final version of the updated Rangiora-Ashley Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

B McLaren was happy for the plan to be approved; however, he suggested that during the next Community Board Plan process, the Board should consider updating the Ward Maps and the Rangiora-Ashley Ward description.

J Gerard thanked members for participating in the review and noted that collaboration from all members kept the plan at a high standard.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for February 2025**

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250305036253.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 10 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
- 9.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

Moved: J Gerard

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

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

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

J Ward

- Attended several Council and Committee meetings and workshops.
- Attended Wolff's Road Bridge, West Eyreton meeting. They had well advanced and were underway.
- Attended the Eastern Link Road drop-in session.
- Attended All Boards Session.
- Attended North Canterbury Sport and Recreation Trust meeting.
- Attended joint Ohoka Mandeville Rural Drainage Advisory Group meeting.
- Attended Rangiora Airfield meeting.
- Attended the All-of-Local Government and Rural and Provincial Sector Conference.
 - Over the two days after every presentation, there were opportunities for questions and comments, which were very robust as the topics were very current for this year.
 - The address from the Minister of Local Government, Simon Watts was very good, and he wanted to listen to the Local Government.
 - Laura Cannon, Auditor General Officer, and Sinead Boucher, CEO of Stuff, spoke on how Councils could better tell their stories.
 - Phillippa Fourie from Fonterra spoke on the power of partnerships. Their research and development facility in Palmerston North had proven to be very helpful in preserving the Whanganui River.
 - Clinton Jury, CEO of Local Government South Australia, spoke on how to avoid rates capping.
 - Allan Pragnell, CEO Taumata Arowai, and Michael Lovett, Deputy Secretary for Policy DIA, spoke on the Wastewater standard and Local Water Done Well. They stated that if Councils needed support for these matters, they should not leave it close to the September deadline.

- Rural Health: The speaker spoke regarding additional support from Councils to help their communities get better access to healthcare.
- Had a presentation from the Road Efficiency Group and the Cyclone Recovery Unit CEO.
- Hon Chris Bishop talked about the housing growth programme and his approach to the transport portfolio.

L McClure

- Attended Waimakariri Health Advisory Group meeting – looked at district data across all aspects of health through the software Dot Loves Data. She felt it would be beneficial for the Board to receive a presentation regarding the information. Health was currently undergoing a major change with large funding challenges.
- Attended the Eastern Link Road drop-in session.
- Attended All Boards Session.
- Attended Loburn War Memorial Opening.
- Attended North Canterbury Soroptimist Women's Day Breakfast.
- Had a Food Forest catch-up with Councillor Cairns.
- Attended the Volunteer Expo at Rangiora RSA and spoke with someone from Pest Free North Canterbury. The number of rats caught in Northbrook waters was much lower than she expected.
- Attended the Swannanoa Fair.
- There had been a large amount of chatter in the community regarding the new vape store and the new medical centre.
- The Storybook panels in Northbrook Reserve looked great.

I Campbell

- Attended a meeting at Loburn Domain.
- Had a meeting with the President of Rangiora RSA regarding the formal proceedings of the War Memorial Opening.
- Attended the drop-in session on Rangiora Eastern Link Road.
- Attended All Boards Session.
- Attended Loburn War Memorial opening.

R Brine

- Conversations were held with leaseholders regarding renewals. It seemed many holders were struggling in the current economy.
- Attended Solid and Hazardous Waste Working party meeting.

P Williams

- Attended the opening of a privately owned social housing development. It is a very commendable project that would house around 14 people.
- Attended Loburn War Memorial Opening.
- Attended Rangiora Eastern Link Road drop-in session.

M Fleming

- Attended Waimakariri Access Group meeting. Roding staff spoke about several roading matters, including a mobility parking audit. The Access Group was holding a training day for staff and elected members.
- Attended the Rangiora Eastern Link drop-in session.
- Attended All Boards Session.

- Visited the Te Matauru School Community Hub opening.
- Keep Rangiora Beautiful were attending an Environment Canterbury meeting in hopes of collaborating on a community planting.
- Attended the Loburn War Memorial Opening.

B McLaren

- Attended two North Canterbury Neighbourhood Support meetings.
- Met with the curatorial manager of the Canterbury Museum.
- Rangiora Community Patrol:
 - Held a barbecue fundraiser at Pak'n'Save Rangiora.
 - Held a fundraiser quiz at Five Stags Rangiora, which was well supported with 19 tables of participants.
 - Attended the Rangiora Community Patrol meeting - Acknowledged the support from the Board, including references in the Board Plan.
- Attended Rangiora Eastern Link drop-in session.
- Rangiora Museum:
 - Canterbury Museum fossil expert had an interesting talk, especially moa sites around the district.
 - The film 'The History of the Rangiora High School Farm' will be shown on Thursday, 27 March 2025.
 - Met with the digital records expert regarding photo archiving.
- Attended Wellbeing North Canterbury Strategy workshop.
- Attended the Loburn War Memorial - It was an excellent tribute.
- Justice of the Peace services had a steady stream of those needing free assistance. Rangiora and Kaiapoi Library weekly service desks were very busy with people who did not want to disturb JP's at home.
- Reviewed the Environment Canterbury Draft Annual Plan.
- Saturday, 15 March, would be the sixth anniversary of the El Noor Mosque and Linwood Islamic Centre massacre.

K Barnett

- Attended the Rangiora Eastern Link drop-in session.
- Attended the Loburn War Memorial Opening. Acknowledged Duncan Lundy who had done a large amount of work towards the project.
- Attended Cust Domain Advisory Group meeting.
- Attended North Canterbury Soroptimist Women's Day Breakfast.
- Visited the Te Matauru School Community Hub opening.
- Several roads within the Board area were not up to standard and had raised several Snap Send Solve.

The Board agreed to write a letter of thanks and congratulate those involved in the Loburn War Memorial.

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.

The Board noted the Consultation Projects.

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

Balance as at 28 February 2025: \$9,785.

12.2. General Landscaping Fund

Balance as at 28 February 2025: \$28,646 not allocated.

The Board noted the Funding Updates.

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: J Gerard

Seconded: K Barnett

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

- 16.1 Public Excluded Minutes of the Rangiora-Ashley Community Board meeting of 12 February 2025

The general subject of the 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 was as follows:

| Item No. | Subject | Reason for excluding the public | Grounds for excluding the public- |
|----------|--|--|---|
| 16.1 | Public Excluded Minutes of the Rangiora-Ashley Community Board meeting of 12 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)). |

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 8.44pm to 8.50pm.

Resolution to resume in Open Meeting

Moved: J Gerard

Seconded: K Barnett

THAT open meeting resumes and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED**OPEN MEETING****NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 9 April 2025.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8.53PM.

CONFIRMED

Chairperson_____
Date

NOTES OF THE WORKSHOP OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 12 MARCH 2025, AT 8.18PM.

PRESENT

J Gerard QSO (Chairperson), K Barnett (Deputy Chairperson), R Brine, I Campbell, M Fleming, L McClure, B McLaren, J Ward, and P Williams.

IN ATTENDANCE

Mayor D Gordon.

S Hart (General Manager Strategy Engagement and Economic Development), G Stephens (Design and Planning Team Leader), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer)

One member of the public was present.

APOLOGIES

Moved: P Williams

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** and sustains apologies for absence from J Goldsworthy, M Clark and S Wilkinson.

CARRIED

1. General Landscaping Budget and Kippenberger Town Entrance – G Stephens (Design and Planning Team Leader)

Key Points:

- One identified project for the General Landscaping budget was the Kippenberger Ave Town Entrance with the intention to knowledge Howard Kippenberger (Kip).
- Opportunities included:
 - Celebration of an important local person often considered the most popular military commander who served in World Wars One and Two.
 - Lived in Rangiora post-war and served eight years as a Borough Councillor.
 - Previous design elements had been investigated.
 - There was a large amount of history recorded, and staff were working with the libraries to collate it.
 - The current allocated budget was \$17,191.
- Challenges included:
 - The Council did not own the concrete wall alongside the development on Kippenberger Ave.
 - The Wall was designed in collaboration with Runanga.
 - Current plants would grow with time and would likely cover any mural painted on the wall.
 - It could not be a distraction to drivers.
 - The process for approving a mural would have to go through the Waimakariri Public Arts Trust.
 - Traffic Management costs would be involved.
- Objectives:
 - Create a celebration of an important local person.
 - Inform people on who Kippenberger was and why he was important.
 - Colourful and vibrant.

- Unique and not another silhouette.
- Work within existing design elements.
- Work within the process to get it completed as soon as possible.

Questions/Issues:

- *Supported the memorial being closer to the entrance and not necessarily part of the development. Once the plantings were grown, a mural would likely not be visible. It was not a war memorial; it was for a specific person who was more than just their war achievements.*
- *Members would love to see the avenue of trees brought back.*
- *There were concerns that the memorial was too far down the road, as not many people walk down there. Members would like to see more colour, which could be through garden beds or something similar.*
- *Would like the memorial to focus on Kippenberger's qualities as a person, not on the war aspect.*
- *The swale on the roadside was very large; could a fountain be a possibility?*
- *Could the photos on the BNZ building be relocated to the Oxford entrance?*
- *Investigate Food Forest plantings that could use the landscaping budget.*
- *Also investigate the Oxford Road Town entrance.*

The workshop closed at 8.43pm and restarted at 8.49pm.

2. Members Forum

Key Points:

- *Library cards were being cancelled unless you spoke to the library. With the Rangiora Library closure happening during the timeframe for cards being cancelled, could an extension be considered?*
- *Was there any update on the speed and parking on High Street?*
Staff would investigate the speed limit. The parking management plan was being worked through, and consultation would be done shortly.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8.53PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-106-08 / 250319046901**REPORT TO:** Rangiora-Ashley Community Board**DATE OF MEETING:** 9 April 2025**FROM:** Joanne McBride, Roding and Transport Manager
Glenn Kempton, Senior Project Engineer**SUBJECT:** River Road - Approval of Scheme Design – No. 61 to Enverton Drive**SIGNED 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 for the scheme design only, for the section of River Road, between No. 61 and Enverton Drive, as shown in red in Figure 1 below.



Figure 1: Overall River Road design area in red. The area to be urbanised as part of development in shown in blue.

- 1.2 The full scope of the urbanisation works on the southern side of River Road is to includes the following:
- a) Construction of kerb and channel
 - b) Construction of one parking bay which creates two off street parks
 - c) Upgrade existing unsealed footpath to a 2.5m wide shared path
 - d) Installation of associated drainage assets
 - e) Installation of street lighting to V4 Category on River Road

- f) Installation of street trees as per the Engineering Code of Practice, where space allows.
- 1.3 There is a private development at no. 79 River Road which has Resource Consent, and as part of the consent there is a requirement for the developer to urbanise the property frontage.
- 1.4 As further development is likely to occur in the surrounding area, it was considered important that an overall design be undertaken for the wider area which ties into the end of the recently installed kerb & channel outside no. 61 River Road and extends through to Enverton Drive.
- 1.5 The design for the wider area has been prepared by the Project Delivery Unit. This design will be provided to the developer of no. 79 River Road for construction of the section outside of their development only, to ensure construction will tie in with future plans.
- 1.6 The proposed design includes carriageway widening on the north side of the road to allow for adequate lane widths and is consistent with the section from no. 61 to Cones Road (immediately east of this section).
- 1.7 The design cross section is for a 7.85m carriageway width (due to this being an important heavy vehicle route), which allows for two 3.5m traffic lanes, a 0.5m sealed shoulder on the north side and 350mm between the kerb fender and the edge line marking on the south side of the road. There is currently no provision for on-street parking within the existing River Road layout, however the design has identified an area where this may be achieved where practicable. This aligns with the approach taken for the previous section of River Road (to the east).
- 1.8 Staff will bring a further report to Council regarding the timing and likely costs associated with the works in the area beyond the development frontage.

Attachments:

- i. River Road Scheme Design – No. 61 to Enverton Drive (TRIM No. 250122010187)
- ii. Draft No-stopping Schedule (TRIM No. 250319047373)

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250319046901.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roothing Committee:

- (b) **Approves** the River Road Scheme Design, for the section of road between no. 61 River Road and Enverton Drive (as per Trim No. 250122010187).
- (c) **Approves** the installation of no stopping restrictions as per the following table.

| Town | Street Name | Side of Road | Location | Length (m) |
|----------|-------------|--------------|---------------------------------|------------|
| Rangiora | River Road | South | 69 River Road to Enverton Drive | 132 |

- (d) **Notes** that the approved design will be forwarded to the developer of no. 79 River Road to construct the portion outside their development as required by the Resource Consent.
- (e) **Notes** that this report is for approval of the design only, and a separate report will be taken to Council regarding the likely timing and costs for the areas beyond the development frontage.
- (f) **Notes** that the Developer for no.79 has been asked to provide a costing for the works beyond the development frontage.
- (g) **Notes** that the approval of the scheme design is time sensitive, as this is required to allow the developer to progress works within their development area.

3. **BACKGROUND**

- 3.1. River Road currently has a semi-rural feel being on the edge of Rangiora Township and has been subject to several developments within the wider area.
- 3.2. Work was undertaken in the 2024/25 financial year to urbanised River Road, between Ashley Street to No. 61 River Road.
- 3.3. The current road layout west of 61 River Road includes a 1.5m unsealed footpath, and a varying 6.5m – 7.0m carriageway, separated by a narrow grass berm. There is no provision for drainage, and when car parking occurs it is either on the grass berm on the north side of the road, or across the grass berm / gritted path when on the south side, which causes damage to the berm and path, creates a hazard to pedestrians and further prevent stormwater from discharging appropriately.
- 3.4. MainPower service poles are located in the berm on the northern side of River Road. The offset from the edge of seal varies between 1.2m to 3.5m. The presence of these poles significantly limits the ability to change to the carriageway cross section or move the road over. This limits the ability for off-street parking without undergrounding the existing power network, which has a significant cost.
- 3.5. There is a private development consented at no. 79 River Road, with the design progressing through the Engineering Approval stage.
- 3.6. There is likely to be further development occurring in the wider surrounding area, and as such it was considered important that an overall design be developed which for the wider area. This design would complete the tie into the end of the recently installed kerb & channel outside no. 61 River Road and also needs to extend to the west through to Enverton Drive.
- 3.7. The design for the wider area has been prepared by the Project Delivery Unit, to ensure that the overall design will work across the wider area.
- 3.8. This design will be provided to the developer of no. 79 River Road for construction of the section outside of their development only, to ensure construction will tie in with future plans.
- 3.9. A price to complete the wider works has also been requested, which will inform a further report to Council on the timing and likely costs of the wider works in the area.

4. **ISSUES AND OPTIONS**

- 4.1. A scheme design has been developed and includes the following improvements:
 - Kerb and channel on the southern side of River Road between 61 River Road and Enverton Drive
 - Construction of a 2.5m wide asphalt shared path from 61 River Road to Enverton Drive.
 - Continuance of the proposed development cross section as it ties into River Road.

- Installation of a 1.5m berm separating the shared use path, and the adjacent traffic lanes.
 - Ensuring 1.0m separation from boundary to edge of shared path for vehicles exiting existing properties.
 - Installation of associated drainage assets including provisions for the overland flow path through 69 River Road.
 - Installation of street lighting, to a V4 lighting category.
 - Installation of 132m of no stopping lines for the length of new kerb & channel on the southern side, due to width constraints.
 - The scheme design maintains a 7.85m carriageway width (due to this being an important heavy vehicle route), which allows for two 3.5m traffic lanes, a 0.5m sealed shoulder on the north side and 350mm between the kerb fender and the edge line marking on the south side of the road. This is the same cross section as was constructed between Cones Rd and no. 61 River Road (immediately to the east).
 - One parking bay has been allowed which will provide two off-street parking spaces.
 - Minor carriageway widening is proposed along the northern side of River Road in order to accommodate the proposed changes.
 - There is room which could be utilised for the installation of street trees and/or low plantings, where sight lines and distances allow. Council staff will engage with Greenspaces following confirmation of the recommended option from Utilities and Roading.
- 4.2. It is noted that the grass berm will be retained on the northern side of River Road, with no formalised parking planned in this location at this time.
- 4.3. There are two options available for the Community Board (noting that this report is in relation to the design only at this time and that a separate report will be taken to Council on the timing and budget).
- 4.3.1 Option One – Decline the proposed scheme design
- This option declines the proposed scheme design and as such would be no immediate financial implications.
- This option is not recommended as the proposed scheme design provides consistency with the previous stage of the Urbanisation of River Road.
- Failure to adopt the Scheme Design could result in the frontage of no. 79 River Road being constructed in such a way that does not work with future upgrades in the wider area, resulting in remedial works / re-work in the future.
- 4.3.2 Option Two – Approve the proposed scheme design
- This option is based approves the scheme design, which ensures consistency with the previously completed urbanisation on River Road.
- The traffic lanes meet Waimakariri District Council Engineering Code of Practice standards, due to width constraints parking lanes and cycle lanes cannot be included.
- Approval of this design will ensure that the development works can continue in a timely manner and reduces the risk of needing to carry out remedial works / re-work in the future.

As such, this is the recommended option.

- 4.4. The road design has been undertaken based on Council Standards, and taking into account the heavy vehicle usage of this road.
- 4.5. The Management Team has reviewed this report and support the recommendations.

5 COMMUNITY VIEWS

5.1 Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.

5.2 Implications for Community Wellbeing

This report has implications on community wellbeing as the primary purpose of this project is to provide facilities generally anticipated in an urban area. These facilities will include walking and cycling facilities which link to the nearby Park and Ride site, as well as the nearby recreational areas.

This project will cater for future growth and provide consistency of design along River Road.

5.3 Groups and Organisations

An initial information notice will be prepared and circulated to all stakeholders and residents.

Staff are continuing to work with the Developer on the proposed urbanisation project.

5.4 Wider Community

An information notice will be circulated to the stakeholders and residents upon acceptance of the scheme design for feedback.

The wider community have not been specifically consulted on the project but will be informed through online channels and the local newspapers.

Consideration of heavy vehicle needs has been undertaken as part of the design process.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

There are financial implications as a result of this report.

This report is to seek approval of a scheme design only at this stage, with a further report to be taken to Council on the likely timing and costs of urbanising the wider area beyond the development frontage.

Approving the scheme design will allow the developer to progress onsite works with a higher degree of certainty.

6.2 Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts. Improving pedestrian and cycle safety will encourage more active modes of travel and reduce overall emissions and maintenance costs.

6.3 Risk Management

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

Due to carriageway constraints, construction is likely to require a detour around River Road which may cause some traffic delays. This will be worked through with the developer as the development occurs and communication / updates provided.

If an overall design approach was not taken for this urbanisation work, there would be a risk that a small section of kerb designed in isolation would not work with the wider needs of the area. This could result in re-work being required (such as removing sections of kerb or changes to drainage to ensure stormwater will work across the wider area). This risk can be mitigated by undertaking an overall design across the wider area, as is the subject of this report.

6.4 Health and Safety

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

All contractors will be required to be SiteWise accredited (or equivalent) with a minimum score.

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Land Transport Management Act.

7.3 Consistency with Community Outcomes

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

Environmental;

- *Our communities are able to access and enjoy natural areas and public spaces.*

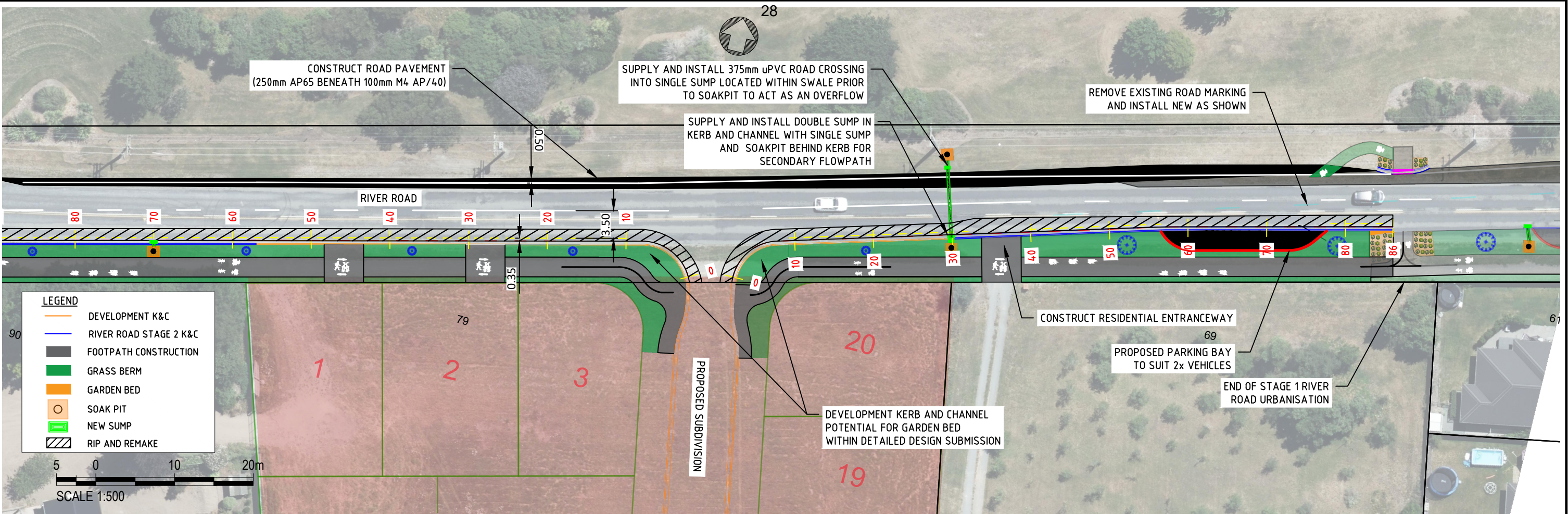
Cultural;

- *Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation*

7.4 Authorising Delegations

The Rangiora-Ashley Community Board has the authority to make recommendations to the Council and Standing Committees on local implications of such policies, projects and plans, which have district-wide impacts and are referred to the Board for comment.

The Utilities & Roading Committee has delegated responsibility for activities related to Roading and Transportation (including road safety, multimodal transportation and traffic control).



NOTES

ALL CONSTRUCTION TO BE COMPLETED AS PER WAIMAKARIRI DISTRICT COUNCIL ENGINEERING CODE OF PRACTICE.

ALL SAW CUT EDGES SHALL BE OF A NEATLY TRIMMED VERTICAL FACE.

REFER TO LONG SECTIONS FOR SUMP LOCATIONS

ALL NEW SIGNAGE AND LINEMARKING SHALL BE INSTALLED AS PER MOTSAM / TCD MANUAL

WDC SERVICE'S SHOWN ONLY - LOCATIONS ARE INDICATIVE ONLY. CONTRACTOR TO CONFIRM LOCATIONS AND PROTECT SERVICES AT ALL TIMES.- REFER APPENDIX C FOR ALL SERVICES

ALL TACTILE PRODUCTS SHALL BE INSTALLED AS PER RTS-14. LOCATION TO BE CONFIRMED BY ENGINEER

ROAD RECONSTRUCTION AREA IS INDICATIVE ONLY, CONTRACTOR TO ENSURE ADEQUATE CROSS FALL OF MINIMUM 2.5% IS ACHIEVED PRIOR TO SEALING.

CONTRACTOR TO OBTAIN ENGINEER APPROVAL FOR ANY UNSUITABLE MATERIAL REPLACEMENT.

FOOTPATH TO BE 2.5m WIDE AND AS PER WAIMAKARIRI DISTRICT COUNCIL STANDARD DRAWING 222

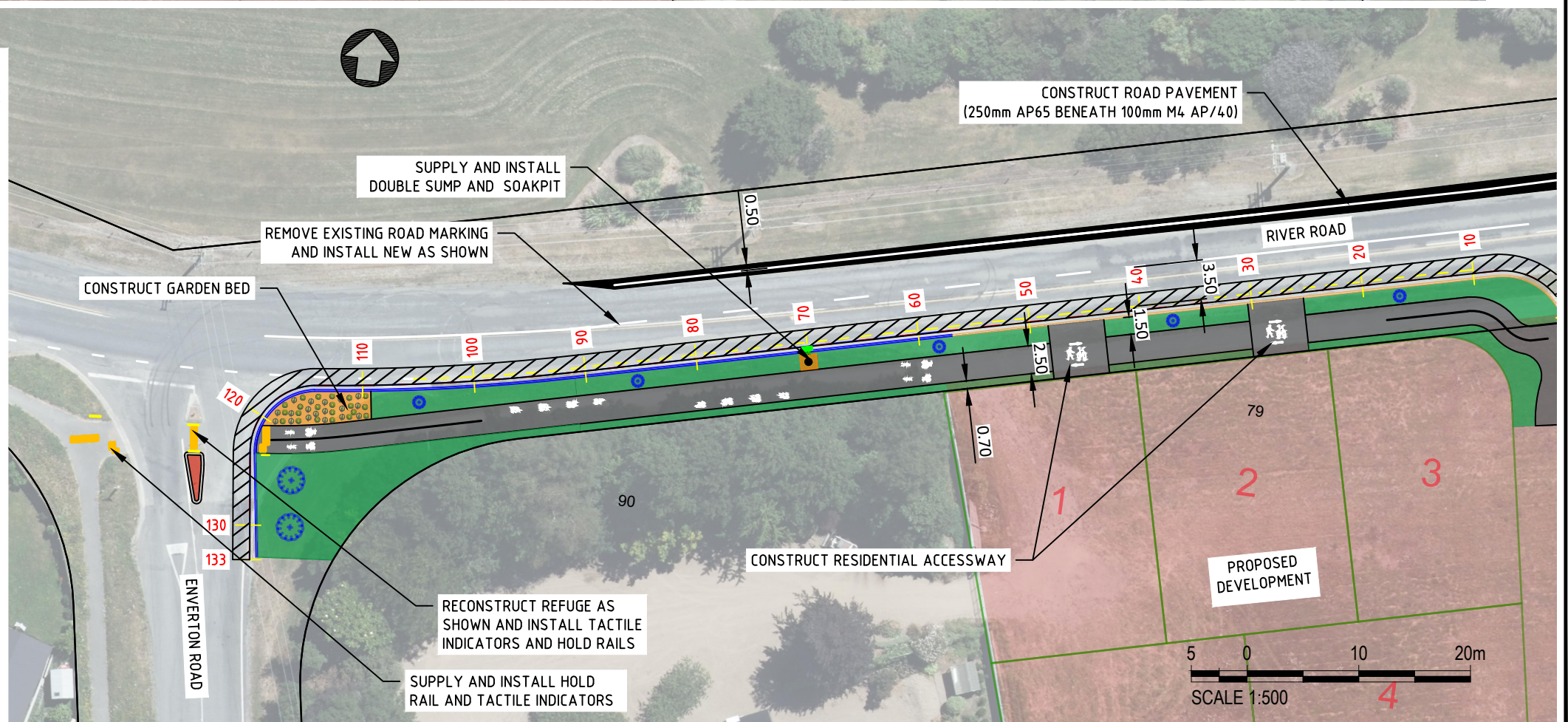
CONTRACTOR TO LIASE WITH IMMEDIATE STAKEHOLDERS TO LIMIT DISRUPTIONS.

ALL SUMPS SHALL DISCHARGE TO SOAKPIT AS PER SD 330B

PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

CARRIAGEWAY CROSS SECTION (RIVER ROAD ONLY) TO BE AS FOLLOWS;

- EDGELINE / NO STOPPING LINES - 0.35m OFF FENDER ON SOUTH SIDE
- 2 x 3.5m LANES
- 0.5m SEALED SHOULDER ON NORTH SIDE



| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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| A | FOR INFORMATION | GK | KS | --- | 23/1/2025 |
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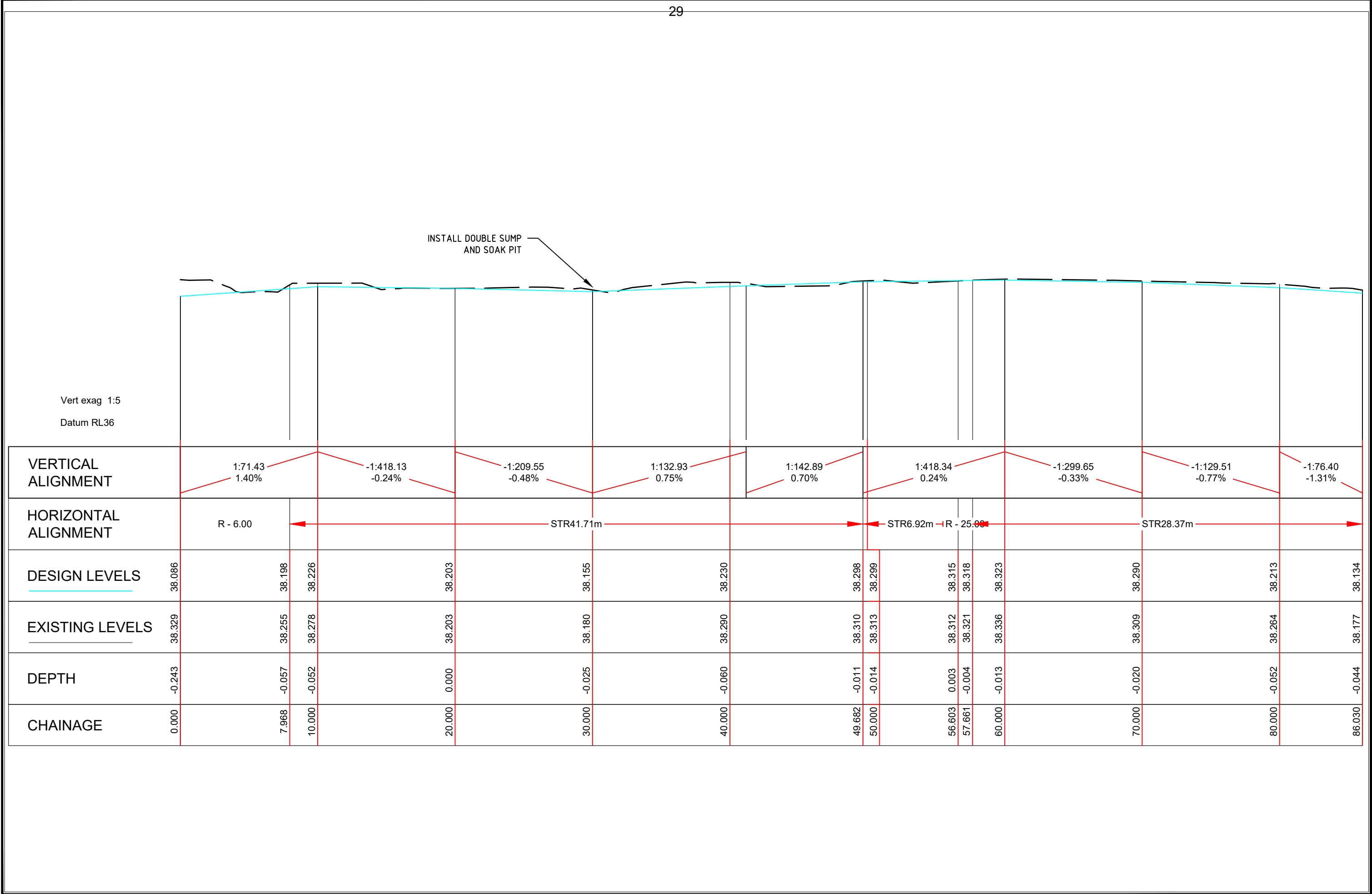
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| DESIGNED | GK | 18/1/2025 | DATUM ORIGIN | |
| DESIGNED CHKD | KS | | HORIZONTAL NZTM GD2000 | |
| APPROVED | JM | | VERTICAL | |



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| PROJECT | RIVER ROAD URBANISATION STAGE 2 |
|---------|---------------------------------|

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| SHEET TITLE | OVERVIEW |
|-------------|----------|

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| PRELIMINARY NOT FOR CONSTRUCTION | |
| DRAWING | 4572 |
| SHEET | 01 |
| REVISION | A |



| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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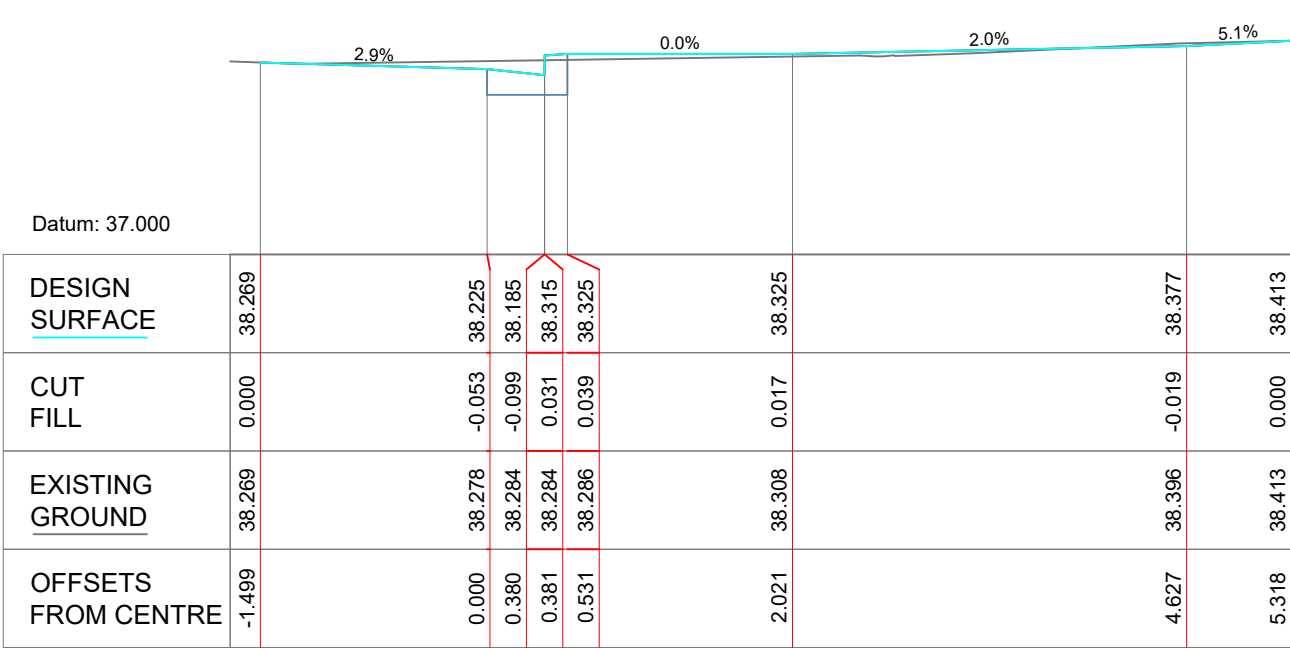
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| APPROVED | JM | | VERTICAL | |



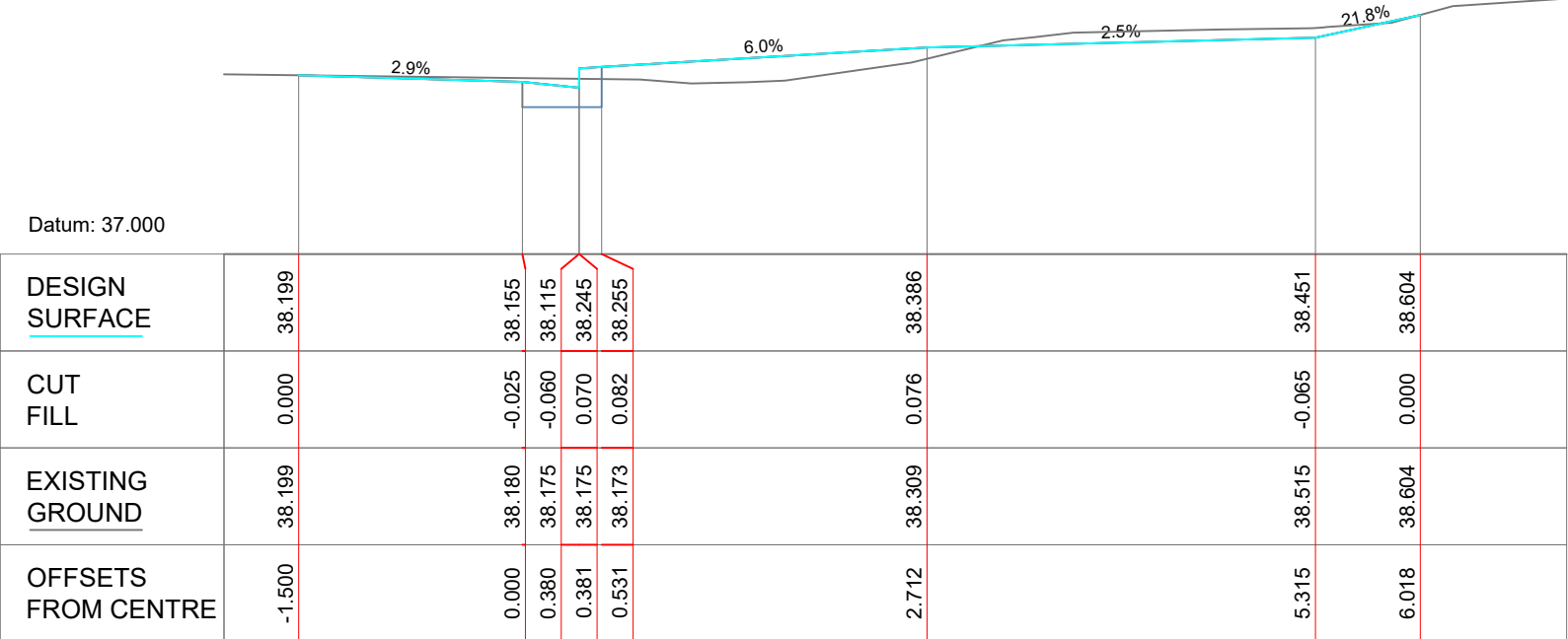
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| PROJECT | RIVER ROAD URBANISATION STAGE 2 |
|---------|---------------------------------------|

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| SHEET TITLE | EASTERN LONG SECTION |
|-------------|----------------------|

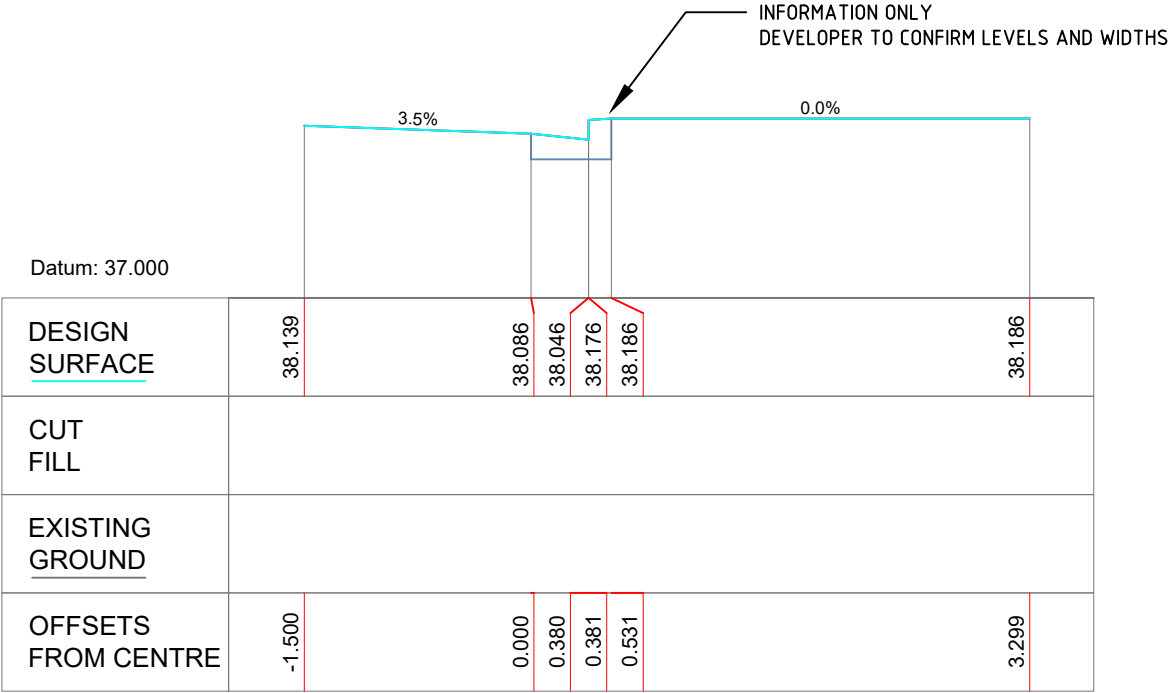
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| SHEET 02 | REVISION A |



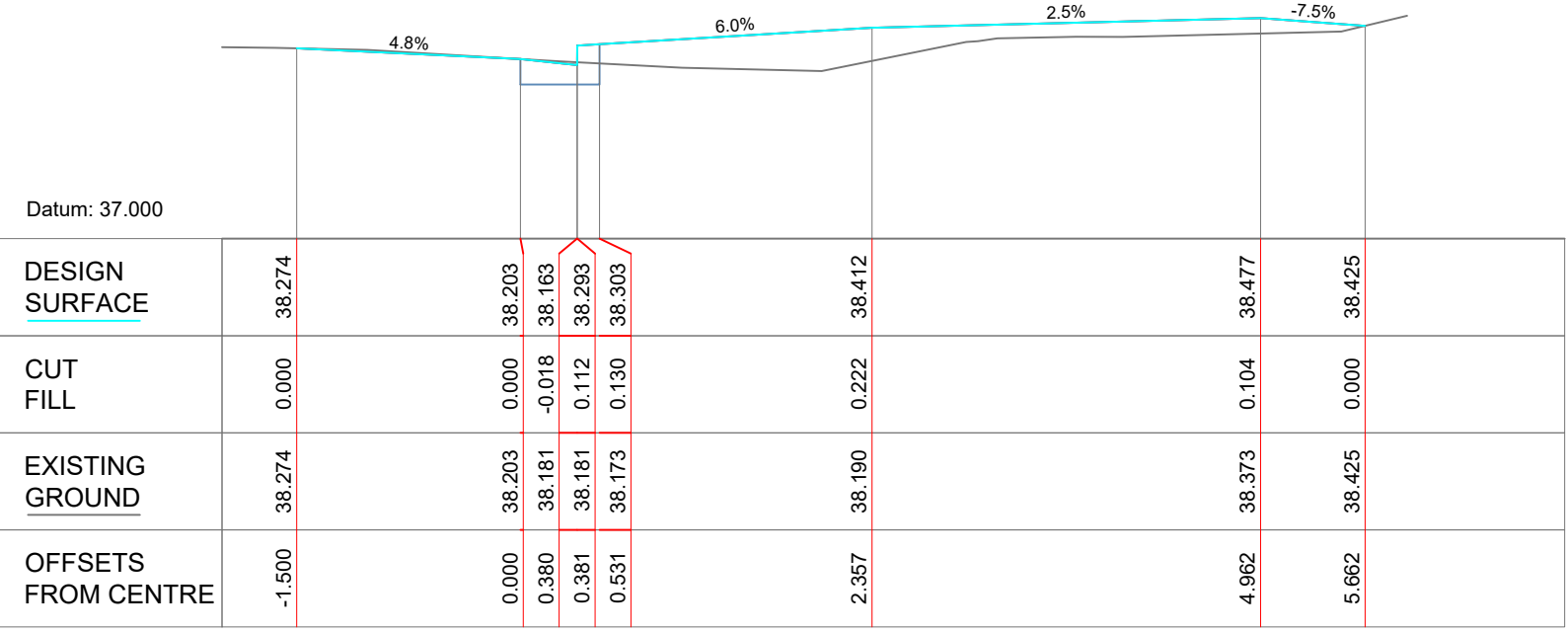
CH 10.5



CH 30.0



CH 00.0



CH 20.0

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
|-----|------------------|-----|-----|-----|------------|
| A | FOR INFORMATION | GK | KS | --- | 23/01/2025 |
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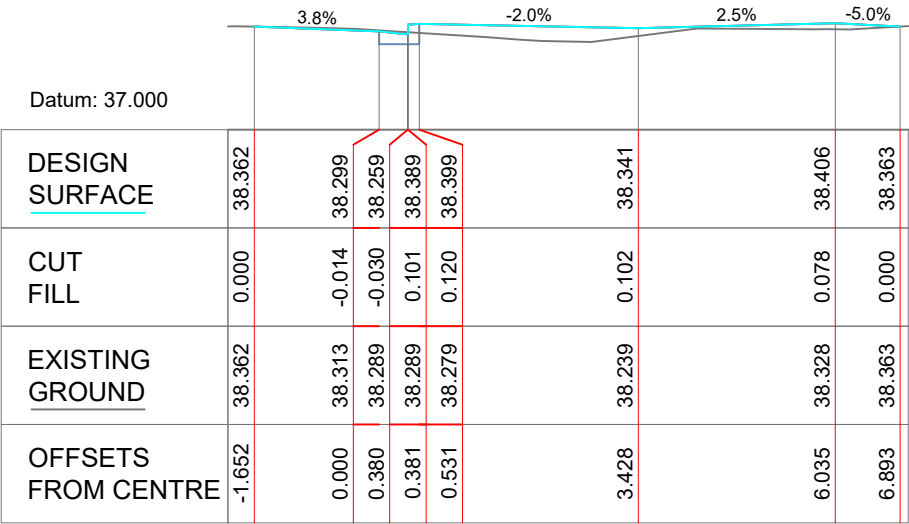
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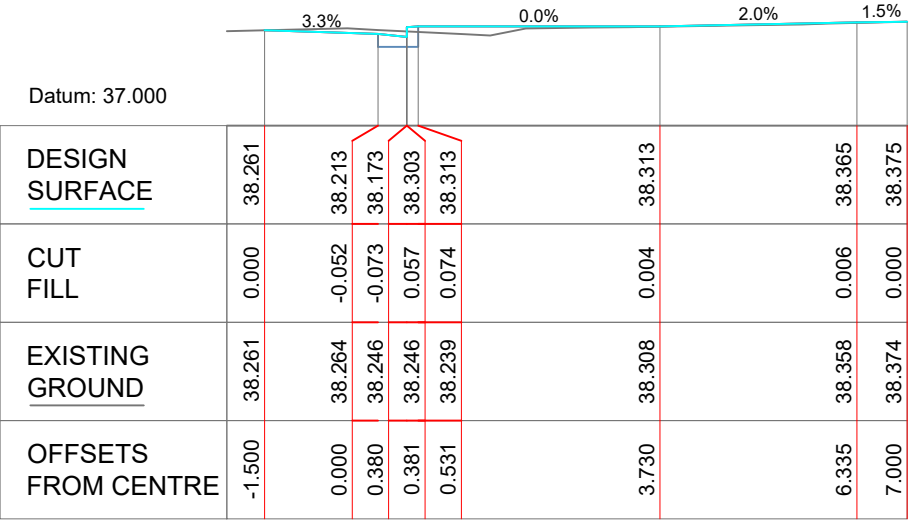
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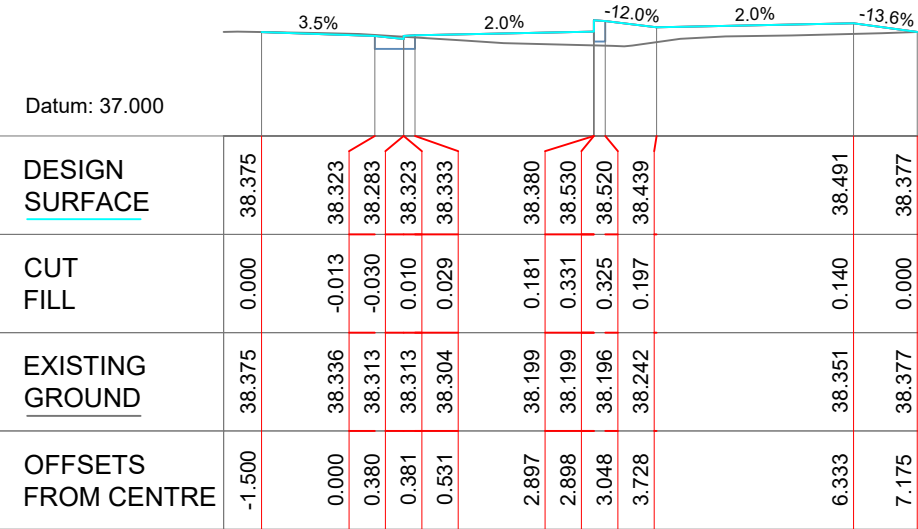
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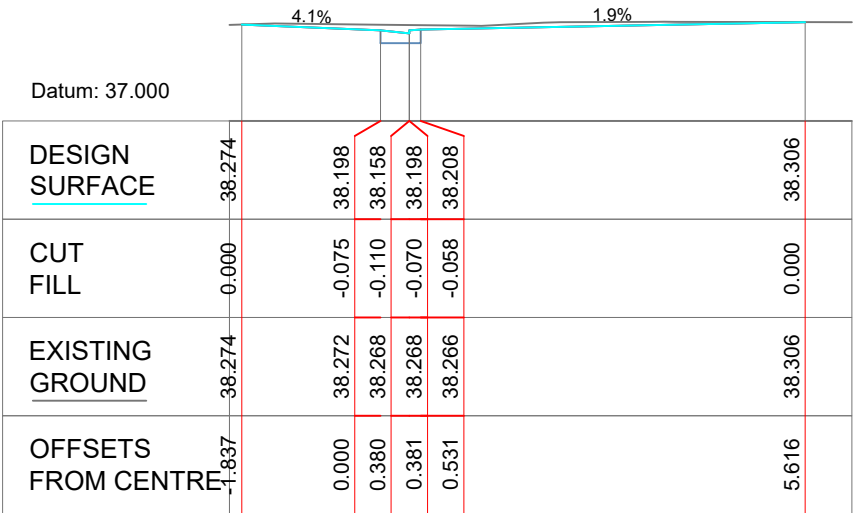
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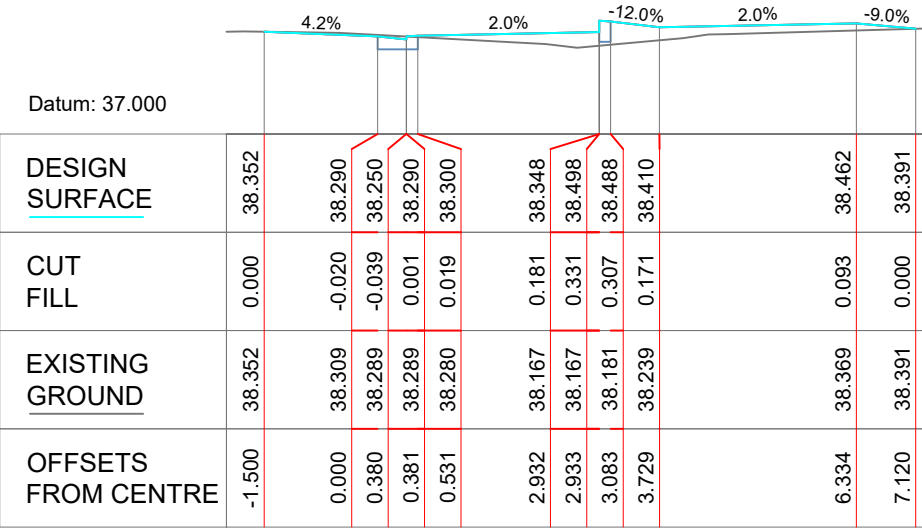
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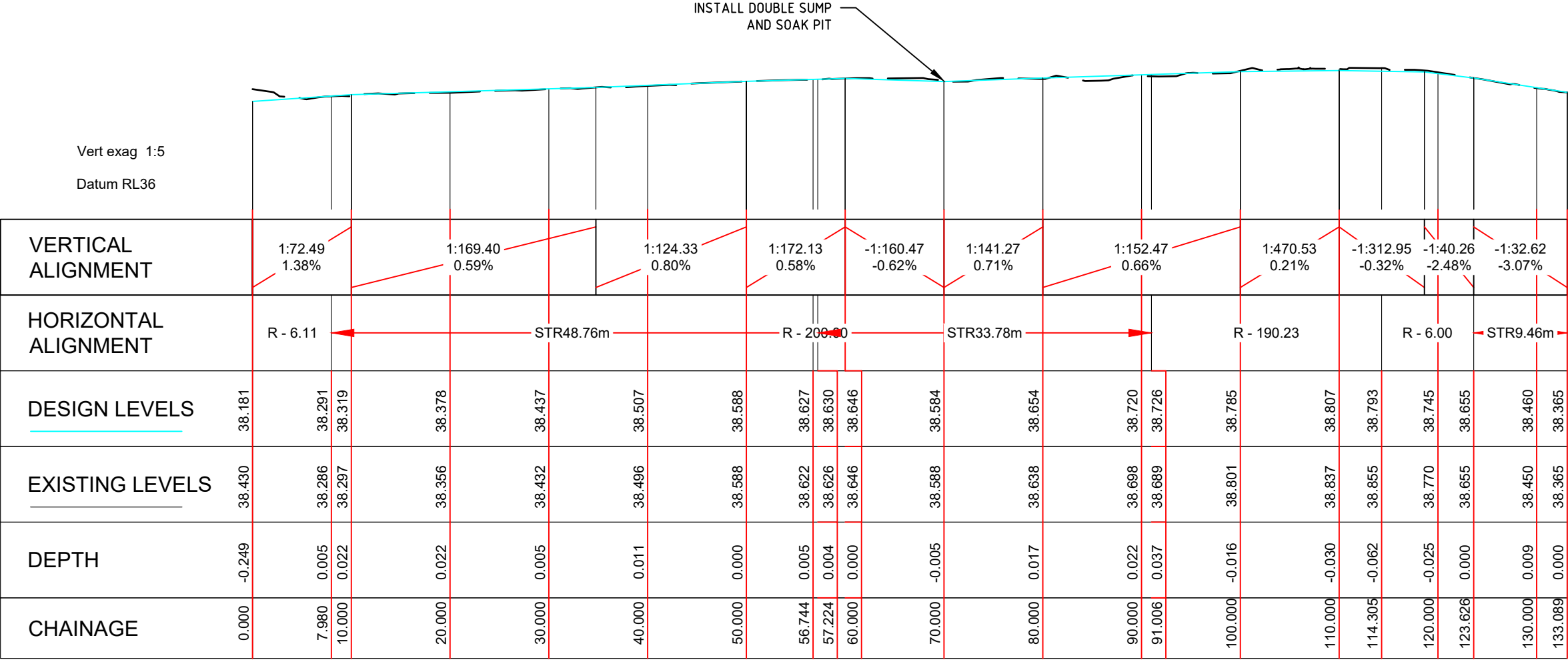
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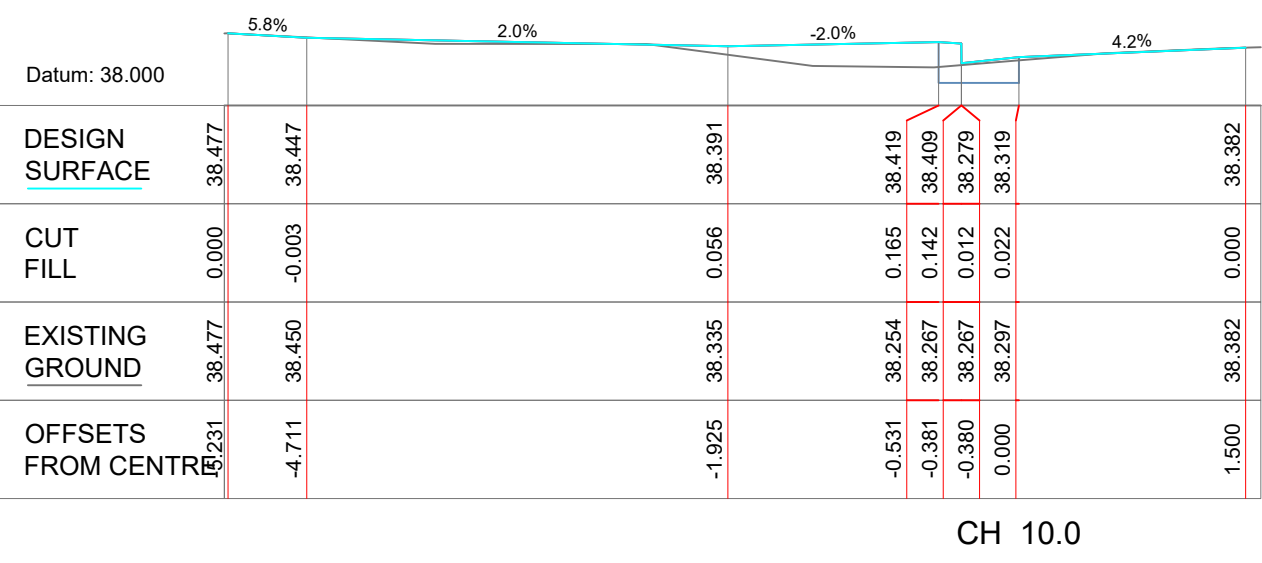
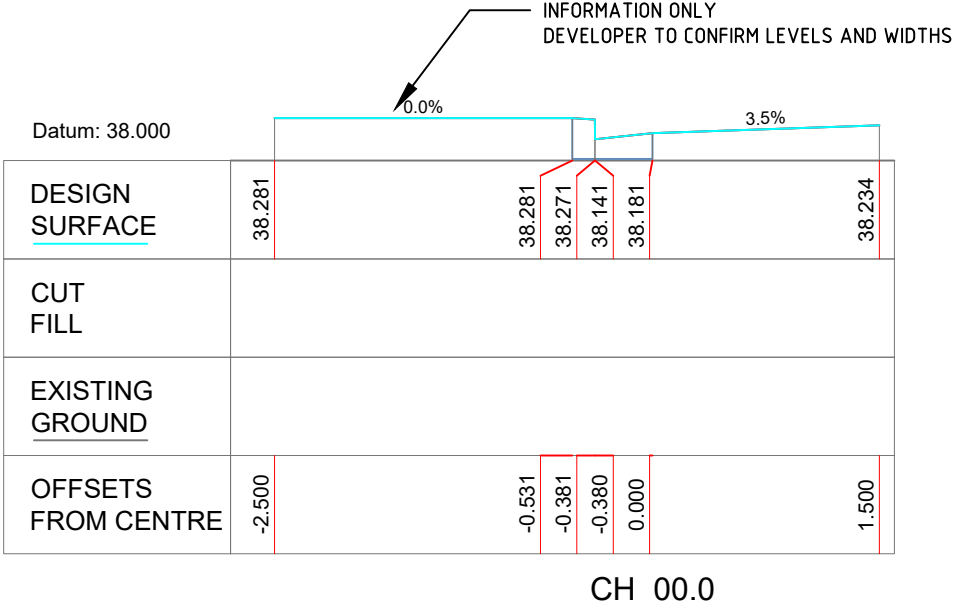
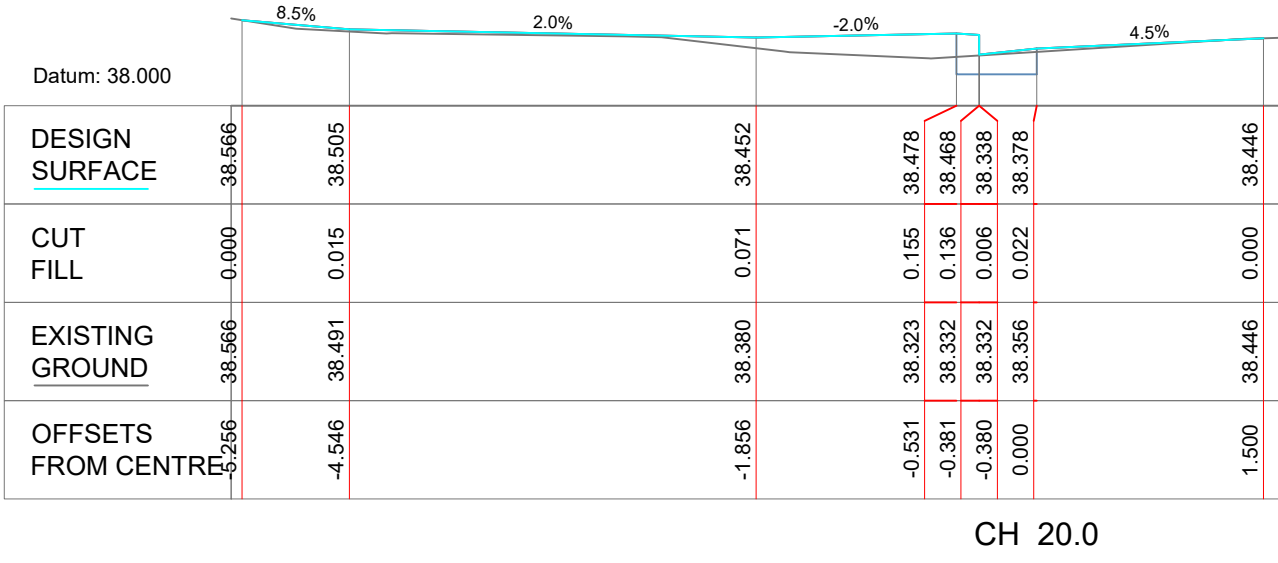
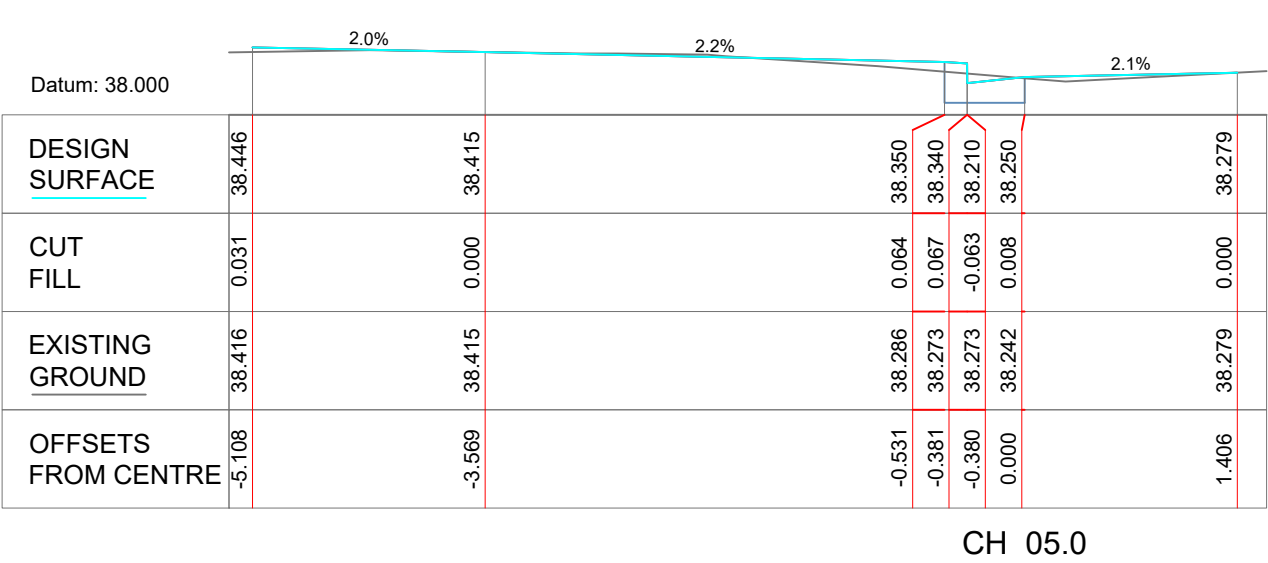
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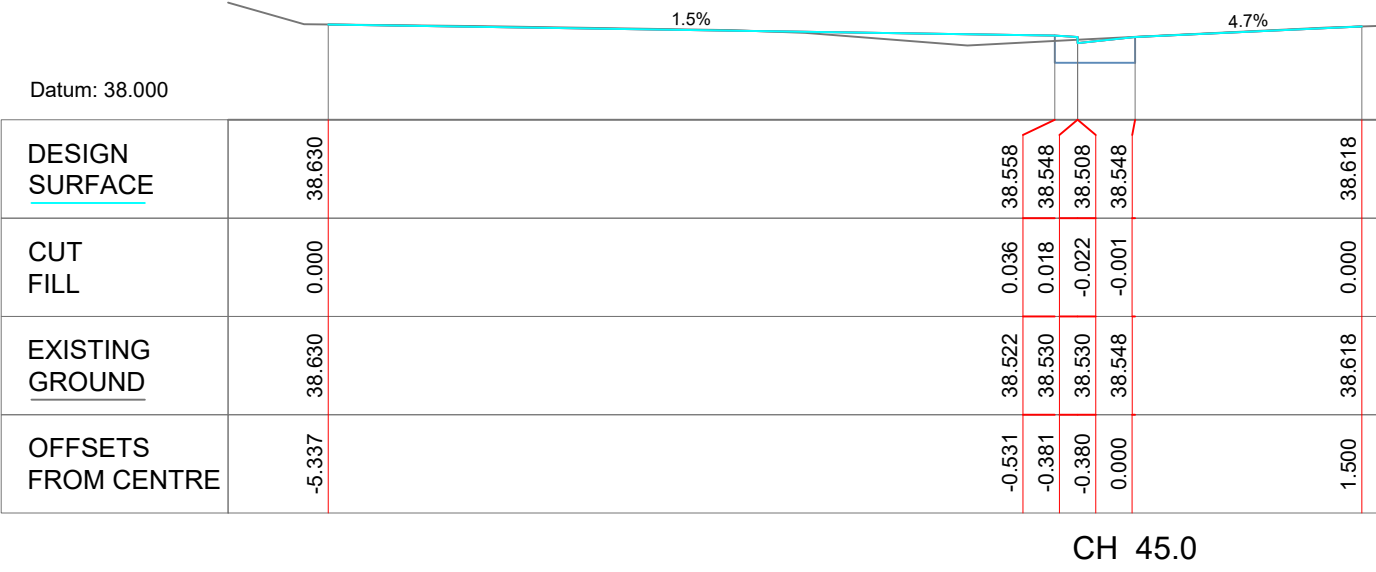
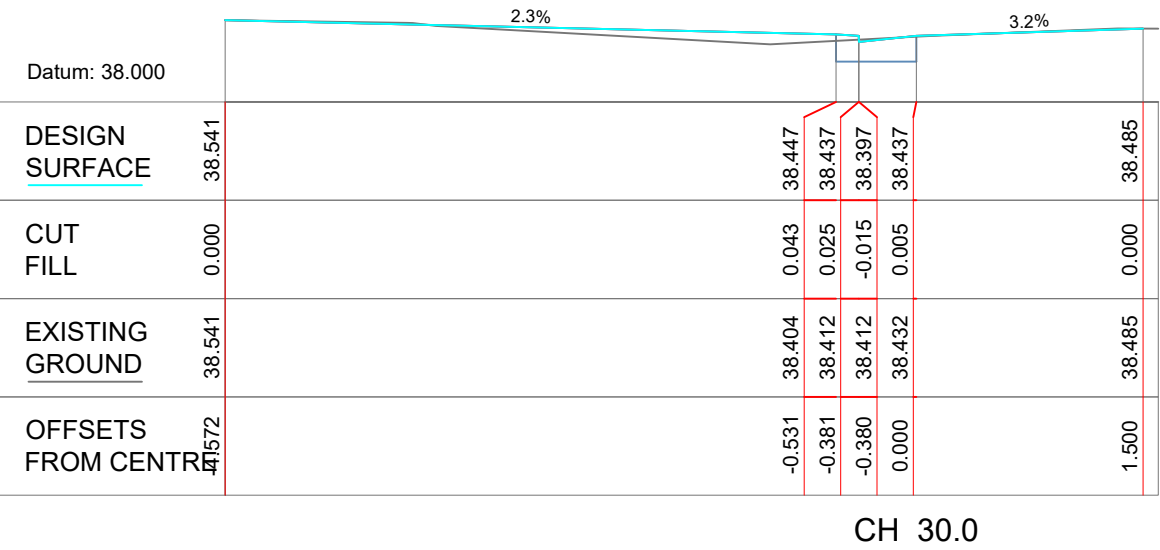
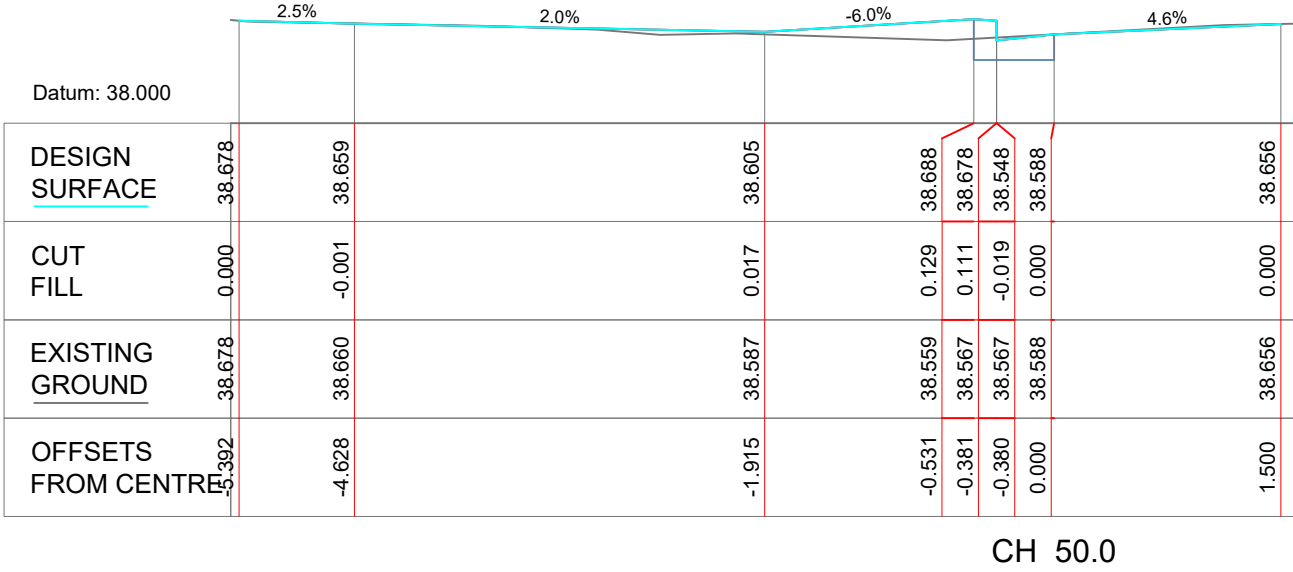
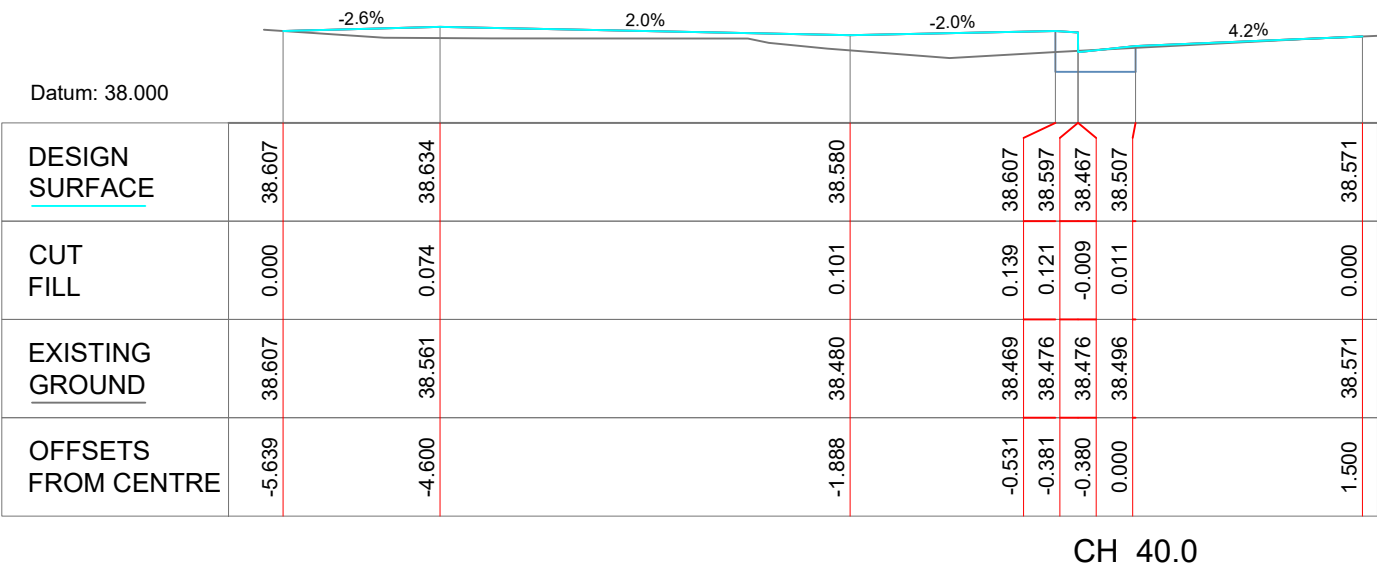
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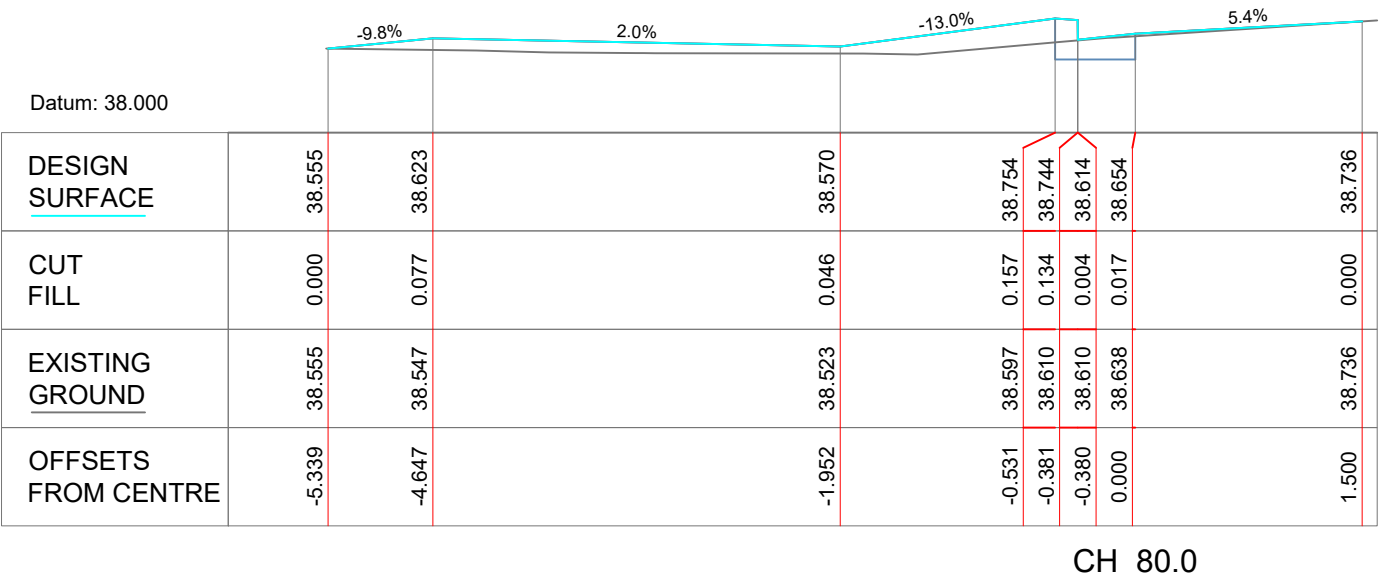
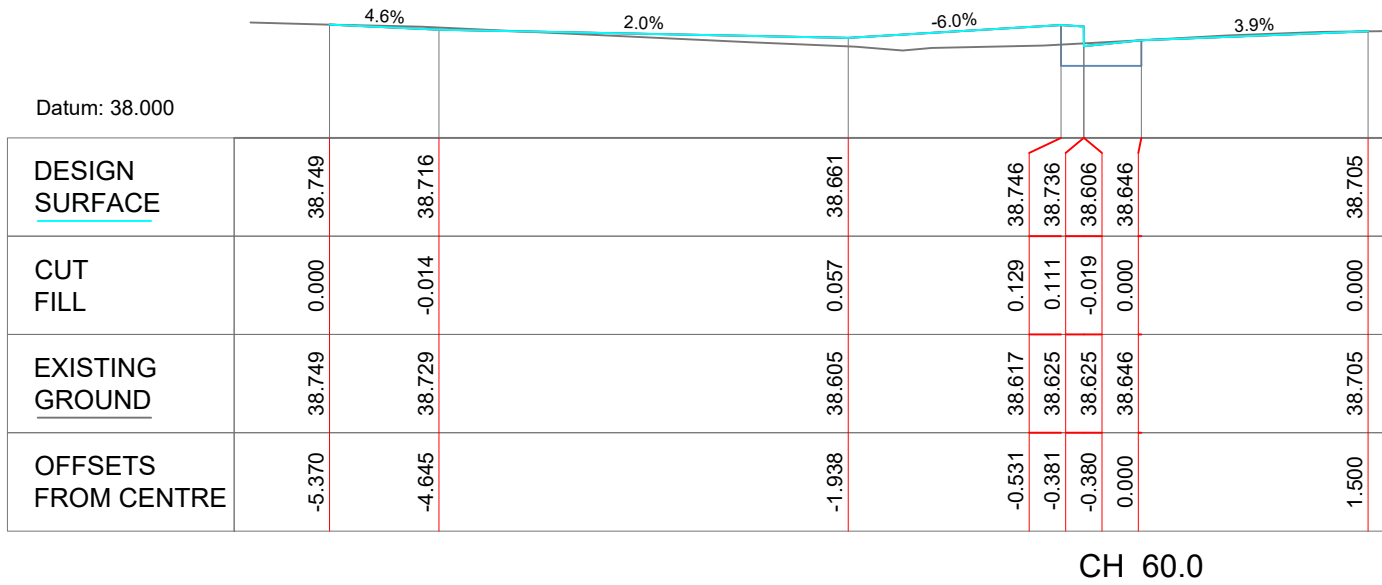
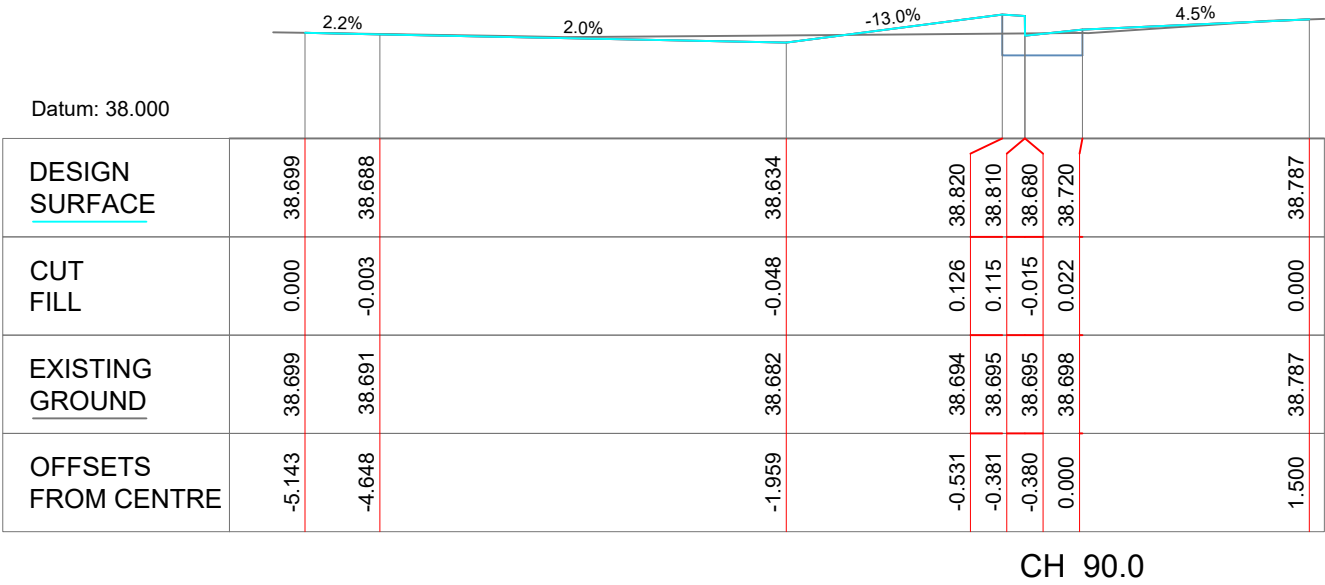
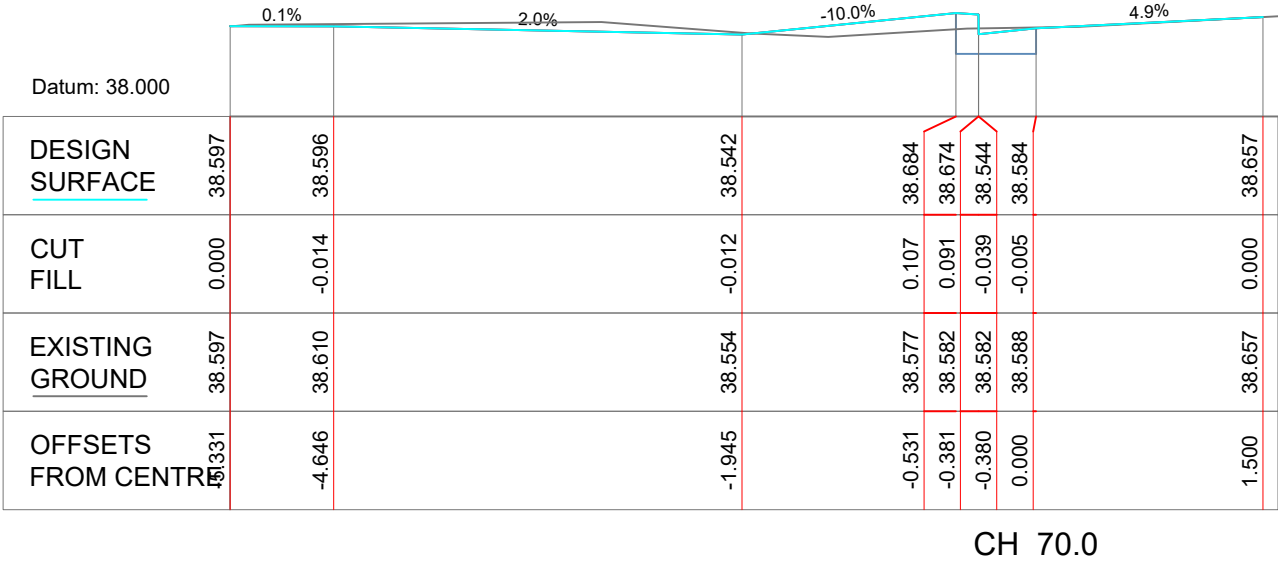
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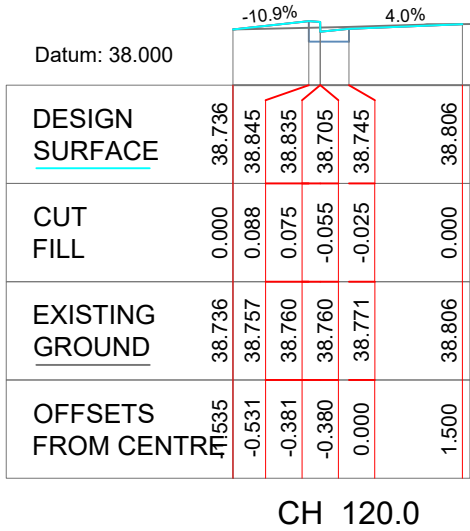
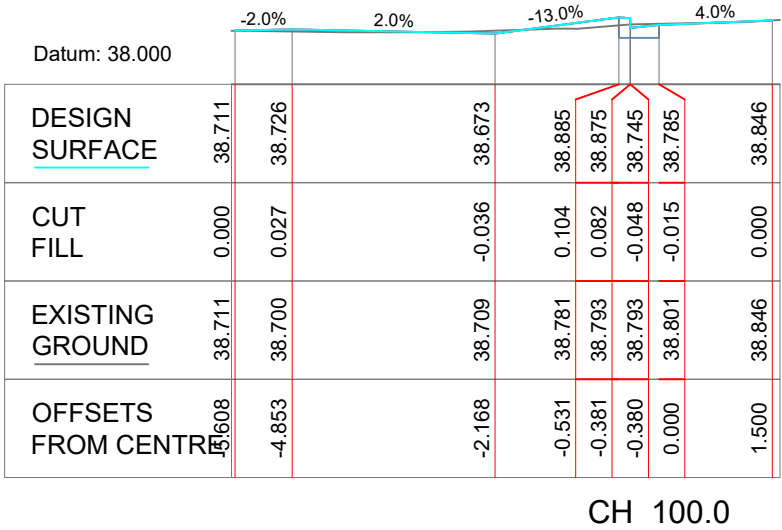
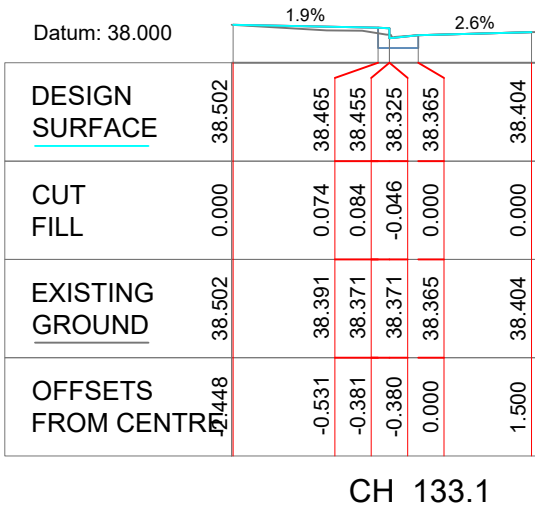
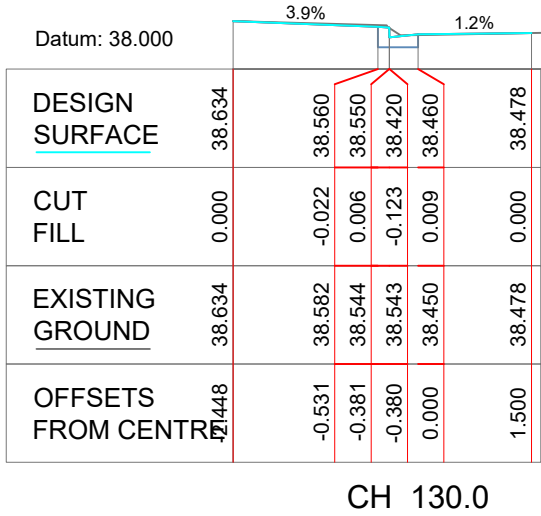
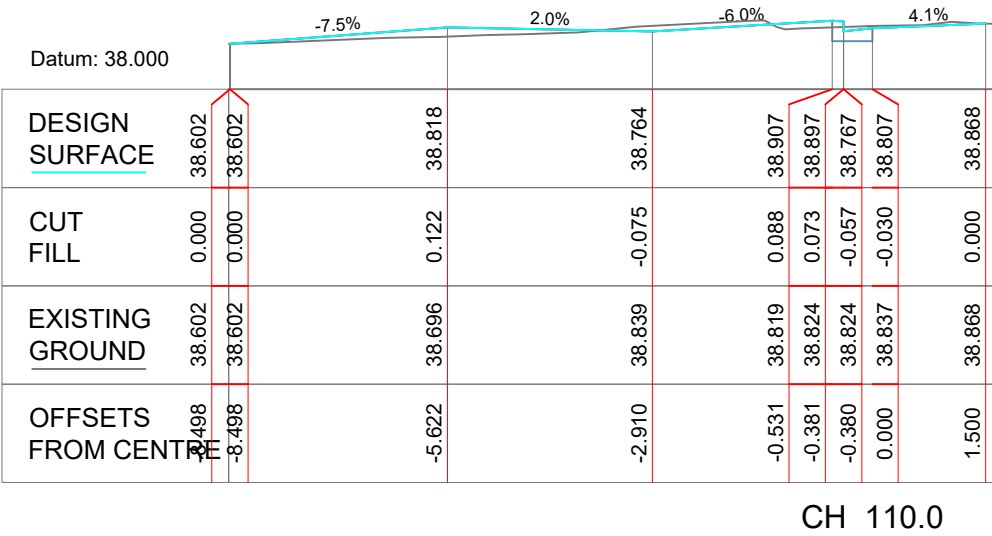
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| SHEET 09 | REVISION A |

Waimakariri District Council: No-Stopping Restriction Schedule associated with River Road Urbanisation Stage 2

| Item | Locality | Street | Side of Street | Location | Distance [m] | No. of spaces impacted | Notes |
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| | Rangiora | River Road | South | 69 River Road to Enverton Drive | | 132 | 0 No existing parking lane or width to allow parking |

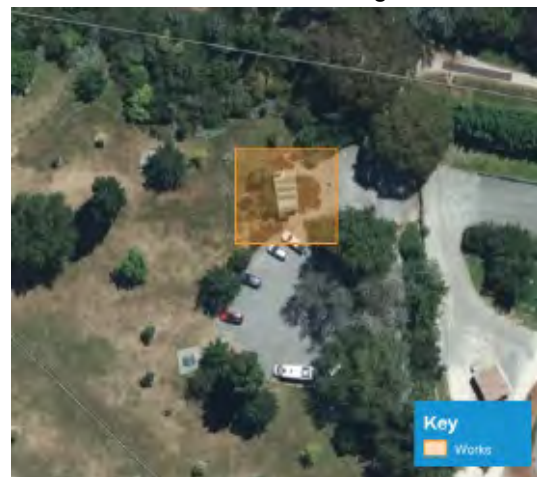
WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CON202450-02 / 250312042050**REPORT TO:** RANGIORA ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 9 April 2025**AUTHOR(S):** Grant Stephens, Greenspace Design and Planning Team Leader
Justine Rae- Senior Advisor – Assets and Capital**SUBJECT:** Approval of Concept Plans for Ashley Picnic Grounds and Millton Memorial Community Reserve Toilets**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 Rangiora Ashley Community Board for concept plans to develop public toilets at two locations within the Rangiora Ashley Ward as part of the 2017 Public Toilet Strategy and capital programme: a new single cubicle toilet at Millton Memorial Community Reserve (2 River Road) and a renewal of the existing 4-cubicle toilet at Ashley Picnic Grounds (35 Millton Avenue). Staff are working to complete as much of the physical works as possible for the end of the financial year.
- 1.2. Should the plans be approved, Greenspace staff will work with Councils Project Delivery Unit to carry out the tender and construction process for this development. Staff will then inform the Rangiora Ashley Community Board once a timeframe is decided with the successful tenderer.
- 1.3. The Waimakariri District Council (WDC) Public Toilet Strategy 2017 reviewed the district's public toilet network, identifying key issues such as the need to make existing toilets more accessible and safer, and to consider new toilets in key locations.
- 1.4. Within the Public Toilet Strategy 2017 there was provision to have The Waimakariri Access Group audit current toilet locations, and their recommendations are considered in renewals and developments including the toilet at Ashley Picnic Grounds and the design for the Millton Memorial Toilet.
- 1.5. Budget of \$173,000 for Millton Memorial Community Reserve (GL 102411.000.5223) and \$357,980 Ashley Picnic Grounds (GL 100283.000.5014) was approved and allocated in the 2024/2025 financial year for the associated toilet projects through the Long Term Plan and Annual Plan processes.
- 1.6. Millton Memorial Community Reserve, a high-use area, was identified within the Waimakariri District Council (WDC) Public Toilet Strategy 2017 as lacking a public toilet, with a 63% service shortfall. Staff worked closely with the Board to develop a master plan for Millton Memorial Community Reserve which was approved and has been largely implemented. Included within this plan was the location of a single cubicle public toilet, with a budget of \$173,000 allocated for 2024/2025.

- 1.7. The Ashley Picnic Grounds toilet has been identified as an entrapment risk and in poor condition and is therefore prioritised for replacement. The existing 4-pan toilet block has issues, including septic tank failure. The renewal budget of \$357,980 was approved for 2023/2024.
- 1.8. The concept plans show the construction a single cubicle, unisex, accessible toilet with lighting and ventilation at Millton Memorial Community Reserve and renewal of the 4-cubicle toilet at Ashley Picnic Grounds, maintaining the current number of pans while improving safety and visibility. To enhance safety and accessibility and address Crime Prevention Through Environmental Design (CPTED) concerns, the toilet has been redesigned to face the car parking area, offering greater visibility and sightlines for users, creating a safer approach and use of the facility. Both toilets will have individual cubicles which exit directly to the exterior (removes entrapment risk) as well as manual locks, LED exterior lights, sensor interior lights, and no internal corridors.
- 1.9. The location of the toilet renewal and new works are shown in the images below:



Millton Memorial Community Reserve



Ashley Picnic Grounds

Attachments:

- i. Ashley Picnic Grounds and Millton Memorial Community Reserve Toilets - Drawings - 250313042383.

2. RECOMMENDATION

THAT the Rangiora- Ashley Community Board:

- (a) **Receives** Report No. 250313042383.
- (b) **Approves** the Ashley Picnic Grounds and Millton Memorial Community Reserve Toilets - Drawings (Trim 250313042383).
- (c) **Notes** budget is approved and assigned to both toilet projects within the 2024/2025 financial year.
- (d) **Notes** that the total engineers estimate for both projects, including a 10% contingency comes to \$536,034. As there is a growth element to Millton Memorial Community Reserve the land development budget will support the project.
- (e) **Notes** should the concept plans be approved; Greenspace staff will work with Councils Project Delivery Unit to carry out the tender and construction process for this development.
- (f) **Notes** that staff will circulate a memo to the Board with project and construction timelines once this is agreed with the successful tenderer.

- (g) **Circulates** this report to Council for their information.

3. **BACKGROUND**

- 3.1. The Waimakariri District Council (WDC) Public Toilet Strategy 2017 reviewed the district's public toilet network, identifying key issues such as the need to make existing toilets more accessible and safer, and to consider new toilets in key locations. Within this strategy, the Waimakariri Access Group audited current toilet locations, and their recommendations are considered in renewals and developments, including the two toilets at Ashley Picnic Grounds and the design for the Millton Memorial Toilet.
- 3.2. There are two toilets within the Rangiora Ashley Ward that have been identified within the WDC Public Toilet Strategy 2017 and the Greenspace Capital Works Renewal Programme as requiring development within the 2024/2025 financial year. These are toilets within the Millton Memorial Community Reserve and Ashley Picnic Grounds.
- 3.3. The scope of the project is to construct a single cubicle toilet on the Milton Memorial Community Reserve, which is located on 2 River Road, Rangiora, and 4-cubicle toilet renewal on the Ashley Picnic Reserve, located on 35 Millton Avenue, Rangiora.

3.4. **Millton Memorial Community Reserve (new toilet)**

Millton Memorial Community Reserve, located on Rangiora's northern boundary, is a popular reserve lacking public toilets. A 2016 customer satisfaction survey and a subsequent park toilet assessment revealed a 63% level of service shortfall. The reserve's master plan, endorsed by the Rangiora Ashley Community Board, includes a new toilet. There is \$173,000 approved in the 2018-28 Long Term Plan for this project allocated within the 2024/25 financial year, (code 102411.000.5223)

Potential users:

There are a number of users who would utilise these toilets;

- Dog Park and wider Millton Memorial Community Reserve Users: Require convenient facilities during extended visits.
- River Road Park and Ride Users: People who use the park and ride facility on River Road may need to use the toilets before or after their commute. This group includes daily commuters, occasional travellers, and those who use the park and ride as a meeting point.
- Pedestrian and Cycle Traffic: Walkers, joggers and cyclists require restroom access during recreational activities. This group can include residents, tourists, and fitness enthusiasts.

By catering to these diverse groups, the park can ensure that all visitors have a comfortable and convenient experience.

Location on Park:

The toilet location was approved by the community board following community consultation of the reserve's Master Plan. The location of the proposed toilet is in line with this Master Plan however the detailed design and orientation were not defined within the Master Plan. The proposed concept plan shows the orientation of the toilet with the door facing the car park and visible from the dog park and wider reserve, car park and River Road users and residents which maximises public surveillance. Located alongside an existing pathway, this location reduces other associated costs that otherwise would have been required and is easily accessible to all users.

Design:

The toilet design features a single unisex cubicle, meeting accessible guidelines. It includes LED lighting for safety, ventilation for hygiene, and no corridors for improved visibility/safety. The illustration below represents an artist's impression of the recommended concept design and includes hardwood slats for visual amenity.



3.5. **Ashley Picnic Grounds Toilet Renewal**

Ashley Picnic Grounds, located on Millton Avenue, Rangiora, have a 4-pan toilet block identified for replacement due to entrapment risks and poor condition (rated 4-poor). The Public Toilet Strategy 2017 prioritises its replacement within 2023/24, following upgrades at Victoria Park and Kairaki Beach. This location has had several issues, in particular septic tank failure which has increased operational expenditure on this asset. The toilet renewals budget, approved in the 2021-31 Long Term Plan, includes \$357,980 (code 100283.000.5014) for this project, endorsed by the Community and Recreation Committee and Council in 2024.

User groups:

The Ashley Picnic Grounds toilet is a high-use facility. It serves various user groups, including community members from Inland Scenic Route 72, trail walkers, campers, reserve users, event groups, and BMX club members. The BMX club provided usage estimates for events: around 160 people for small events, 240 for medium events, and 500 for large events (noting larger events may require additional temporary toilets).

Location on reserve:

During the project investigation, potential locations for the toilet within the reserve were discussed. Staff do not recommend relocating the toilet for the following reasons:

- Millton Road's 80km/h speed limit and tree boundary provides limited passive surveillance. Removing trees is costly and visually impactful.
- The safest location is near the well-utilised car park, offering surveillance by campers, trail users, and BMX track users.
- Relocating the toilet away from the BMX track increases risk and travel distance for users.

Staff recommend rotating the toilet building to face the main car park for improved visibility, in line with Crime Prevention Through Environmental Design (CPTED) principles. This will also adhere to the 100-meter setback requirement from the Ashley River to reduce environmental impact and flood risk.

Design

The Ashley Picnic Grounds toilet currently has four pans, and the replacement will also have four pans. A change in this level of service would require Council approval and would

not be recommended by staff as it is in line with the Public Toilet Strategy 2017 which considered capacity and need within the area.

The current toilet block is connected to a septic tank system, which is in poor condition and discharges to a soak pit under the parking area. An Environment Canterbury resource consent would be required for ground discharge, delaying the project and increasing costs. Staff recommend connecting to the pressure sewer system, which is lower risk long term, more cost-effective and within budget, including development contributions of \$16,352.

The new design minimises entrapment risks through open design features, individual cubicles with manual locks, internal and external LED lighting, and two accessible cubicles. The illustration below represents an artist's impression of the toilet's design reflecting the CPTED principles.



Similar design elements to those in the recommended concept plan can be seen in other public toilet facilities throughout the district, as illustrated below.



Woodend Town Centre Toilet



Townsend Rd Reserve Toilet

3.6. Differences between older and modern toilet blocks:

- **Accessibility:** Modern toilets have wider stalls, grab bars, and lower sinks for people with disabilities, unlike older designs.
- **Design and aesthetics:** Modern toilets feature sleek designs, better lighting, and modern fixtures, prioritising accessibility, hygiene, and user comfort with larger stalls and improved ventilation.
- **Stall design:** Modern stalls are larger and more private with individual cubicles opening to the outside, preventing peeking.
- **Gender neutrality:** Modern restrooms often include gender-neutral options, saving space and enhancing safety with private cubicles.

4. **ISSUES AND OPTIONS**

- 4.1. **Millton Memorial Community Reserve (new toilet):** A 2016 customer satisfaction survey and a subsequent park toilet assessment revealed this location as not meeting existing level of service guidelines for the provision of toilets with a 63% shortfall.
- 4.2. **Ashley Picnic Grounds (toilet renewal):** The Public Toilet Strategy 2017 prioritises replacing the Ashley Picnic Grounds toilet within 2023/2024 due to safety concerns and significant deterioration. Built in 1964, it no longer meets accessibility and building standards.

Since 2017, 65 service requests have been recorded, with 20% (13 out of 65) about its poor condition and 9% (6 out of 65) about undesirable behaviour.

To address these issues, staff recommend demolishing the existing toilet and building a new one, rotating it to face the main car park for better visibility and reduced entrapment risks. Staff also suggest connecting to the pressure sewer system, which has lower long-term risks compared to a septic tank.

- 4.3. **The following options are available to the Community Board:**

- Option One – Approve the proposed concept plan as recommended:

This option is recommended as it ensures timely project completion within the community's expectations. It addresses entrapment risks and CPTED concerns, while resolving the level of service shortfall. This approach includes design improvements, addresses septic tank failures, and proceeds with the installation of a new toilet as outlined in the master plan for Millton Memorial Community Reserve.

- Option Two – Decline the recommendation and request additional or different items to be considered:

This is not the recommended option as considerable time has been spent reviewing these programmes of works and comparing asset data of all assets to determine their location within the programme. Delayed confirmation will impact the deliverability of scheduled works within the financial year and have a negative impact on the following years capital programme. The impact of underinvestment in renewals if projects are shifted out significantly further than the programmed timeframes may lead to longer renewal cycles and increased capital and maintenance costs.

The Ashley Picnic Grounds in particular would have an environmental impact as the septic tank is currently discharging into the ground.

- Option Three – Decline the recommendation and request a change in Level of Service:

This is not the recommended option as staff recognise the importance of renewals and fulfilling level of service to meet community expectations. Reducing the number of pans in a high use location is not advisable.

The Rangiora Ashley Community Board (through the report process) have the delegation to recommend a reduction in this Level of Service which would then need to go to Council for consideration and approval.

- 4.4. **Implications for Community Wellbeing**

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

- 4.5. The projects as discussed within the report contribute directly to addressing safety and accessibility concerns and meeting levels of service, all of which have an impact on the Community.
- 4.6. The Management Team has reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report. Council consulted Mahaanui Kurataiao Ltd on the proposed renewal of the existing toilet at the Ashley Picnic Grounds in Rangiora on the basis that the site is within 100m of the Ashley River. The Kaitiaki representatives of Te Ngāi Tūāhuriri Rūnanga reviewed the application documents and provided recommendations to align the proposal more closely with the Mahaanui Iwi Management Plan. These recommendations are considered in the current Toilet Building design.

The following recommendations included to moderate effects of this proposed activity on mana whenua values:

- An Erosion and Sediment Control Plan should be implemented for any earthworks required to replace the septic tank and renew the toilet buildings. This plan needs to be prepared, inspected, and maintained in accordance with Environment Canterbury's Erosion and Sediment Control Toolbox for Canterbury until such time the exposed soils have been stabilised.
- An Accidental Discovery Protocol (ADP) should be in place during all earthworks associated with this activity. This plan is designed to deal with any archaeological finds and protect the interests of mana whenua. This condition does not constitute a response under the Heritage New Zealand Pouhere Taonga Act (HNZPT 2014).
- Incorporating indigenous vegetation on-site to mitigate the impacts of earthworks, enhance the cultural landscape, increase indigenous habitat, filter sediment, and sequester carbon is highly encouraged.
 - Operational phase stormwater from hardstand areas should be treated before discharge to land. The filtration mechanism can include swale, rain garden, or proprietary device.

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.

There are several community groups and individuals that use and would use the toilet locations described within this report.

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.

The wider community is likely to benefit from community space improvements as renewal of community spaces results in an increased level of service for the community. A new toilet location is also providing the wider community with meeting a level of service that was previously not being met.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. This report is to approve a concept plan of work. If projects receive tenders that are beyond the budget assigned and outside of the remaining budget within the approved programme, staff will report this back to the Community & Recreation Committee with a list of recommendations and options to be considered.

| Project | Approved Budget Value | Code |
|------------------------------------|-----------------------|-----------------|
| Millton Memorial Community Reserve | \$ 173,000.00 | 102411.000.5223 |
| Ashley Picnic Grounds | \$ 357,980.00 | 100283.000.5014 |

Both toilet budgets are included in the Long-Term Plan and available within the 2024/2025 financial year.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts. Each project will be mindful of this and look to ensure it aligns with Council's the expectations.

When creating the capital renewal programmes, consideration is made whether climate change will have an impact on assets' useful life. Such as will weather conditions reduce the useful life with increased temperature or storm events.

6.3 **Risk Management**

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

There are project risks that have been identified through a functionality assessment was completed through a safety in design review. The purpose of the review is to identify all hazards associated with this project. These hazards shall be considered from three perspectives as follows:

- Hazards during construction (for both members of the public, and contractors carrying out the works)
- Hazards likely to be created as a result of the completed infrastructure for maintenance workers
- Hazards likely to be created as a result of the completed infrastructure for the end user.

Not completing the toilet renewal at Ashley Picnic Grounds creates an overall risk associated with asset failure, where a failure could result in facility closure or cause harm to users.

6.4 **Health and Safety**

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

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

7. **CONTEXT**

7.1. **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy. The works were identified to help create the budgets which have been approved by the Council through the Long Term Plan process.

7.2. **Authorising Legislation**

- Building Act 2004
- Building Regulations
- Health Act 1956
- Local Government Act 2002
- New Zealand Standard NZS 1547:2000: 'Onsite Domestic Wastewater Management'
- New Zealand Standard NZS 4241:1999 'Public Toilets'

7.3. **Consistency with Community Outcomes**

- The Council's community outcomes are relevant to the actions arising from the 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 reliable access to the essential infrastructure and services required to support community well-being.

7.4. **Authorising Delegations**

The Rangiora Ashley Community board has the delegated authority to approve the recommendations in this report.



LAYOUT PLAN - ASHLEY PICNIC GROUNDS TOILET
SCALE 1:1000



LAYOUT PLAN - MILLTON MEMORIAL RESERVE TOILET
SCALE 1:1000



LOCALITY PLAN
NOT TO SCALE

| SHEET INDEX | |
|-------------|---|
| SHEET No. | SHEET TITLE |
| SHEET 01 | LOCALITY & LAYOUT PLAN, INDEX SHEET |
| SHEET 02 | ASHLEY PICNIC GROUNDS - CURRENT SITE LAYOUT & GENERAL NOTES |
| SHEET 03 | ASHLEY PICNIC GROUNDS - SITE PLAN |
| SHEET 04 | ASHLEY PICNIC GROUNDS - DN100 WASTEWATER LONG SECTION |

| | |
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| SHEET 05 | ASHLEY PICNIC GROUNDS - DN40 WASTEWATER SITE PLAN & LONG SECTION |
| SHEET 06 | ASHLEY PICNIC GROUNDS - DETAIL A1&2 PUMP CHAMBER LAYOUT |
| SHEET 07 | MILLTON MEMORIAL RESERVE - CURRENT SITE LAYOUT & GENERAL NOTES |
| SHEET 08 | MILLTON MEMORIAL RESERVE - SITE PLAN |
| SHEET 09 | MILLTON MEMORIAL RESERVE DN100 WASTEWATER LONG SECTION |
| SHEET 10 | MILLTON MEMORIAL RESERVE - DETAIL B.1 RODDING INSPECTION POINT |

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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| SURVEYED | GP | 09/12/2024 | PROJECT No | PD002080 |
| DRAWN | TD | 12/02/2025 | CON No | CON202450 |
| DRAWING CHKD | --- | --/--/2020 | SCALE (A3) | AS SHOWN |
| DESIGNED | TD | 12/02/2025 | DATUM ORIGIN | |
| DESIGNED CHKD | --- | --/--/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | LOCALITY & LAYOUT PLAN INDEX SHEET |
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CURRENT SITE LAYOUT
SCALE 1:100

GENERAL NOTES

1. ALL COORDINATES ARE IN TERMS OF NEW ZEALAND TRANSVERSE MERCATOR 2000 PROJECTION (NZTM2000). LEVELS ARE IN TERMS OF NZVD 2016.
2. ALL DIMENSIONS ARE IN METERS UNLESS STATED OTHERWISE
3. CONTRACTOR TO VERIFY DESIGN LEVELS ON SITE AND INFORM THE ENGINEER OF ANY ADJUSTMENTS REQUIRED, PRIOR TO COMMENCING CONSTRUCTION ONSITE.
4. ADJUSTMENTS TO ANY ALIGNMENT SHALL BE AGREED WITH THE ENGINEER IN WRITING PRIOR TO CONSTRUCTION.
5. THE EXISTING SERVICES AND UTILITIES SHOWN ON THESE PLANS ARE PROVIDED FOR INFORMATION ONLY AND NO RESPONSIBILITY IS TAKEN FOR THE ACCURACY OF THIS INFORMATION. PLANS ARE INDICATIVE AND PROVIDED FOR INFORMATION ONLY
6. THE CONTRACTOR SHALL CONTACT THE RELEVANT SERVICE AUTHORITIES AND CARRY OUT FURTHER INVESTIGATION TO DETERMINE THE EXACT DEPTH AND LOCATION OF EXISTING SERVICES PRIOR TO COMMENCING WORK
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8. ALL WORK IS TO BE IN ACCORDANCE WITH THE WDC ENGINEERING CODE OF PRACTICE/STANDARD DRAWINGS. CCC SD REFERS TO CHRISTCHURCH CITY COUNCIL CONSTRUCTION SPECIFICATION STANDARD DRAWINGS
9. CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION AND SEDIMENT CONTROL (ESC). ESC TO BE IN ACCORDANCE WITH ECAN BEST PRACTICE GUIDELINES
10. CONTRACTOR SHALL TAKE REASONABLE STEPS TO PREVENT UNAUTHORIZED ACCESS TO THE SITE.

LEGEND

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| EXISTING WATER LATERAL | |
| EXISTING SEWER | |
| 400V SERVICE UNDERGROUND | |
| WATER TOBY VALVE | |
| STREETLIGHT | |
| RETAIN - POST AND CHAIN FENCE | |
| REMOVE - POST AND CHAIN FENCE | |
| REMOVE - ROUND POSTS | |

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| DESIGNED CHKD | --- | --/--/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | ASHLEY PICNIC GROUNDS CURRENT SITE LAYOUT & GENERAL NOTES |
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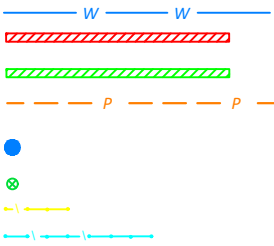


SPECIFIC NOTES

1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION

LEGEND

PROPOSED WATER LATERAL
PROPOSED SEWER
PROPOSED STORMWATER
400V SERVICE UNDERGROUND
WATER TOBY VALVE
STREETLIGHT
EXISTING POST AND CHAIN FENCE
NEW POST AND CHAIN FENCE



SITE PLAN
SCALE 1:100

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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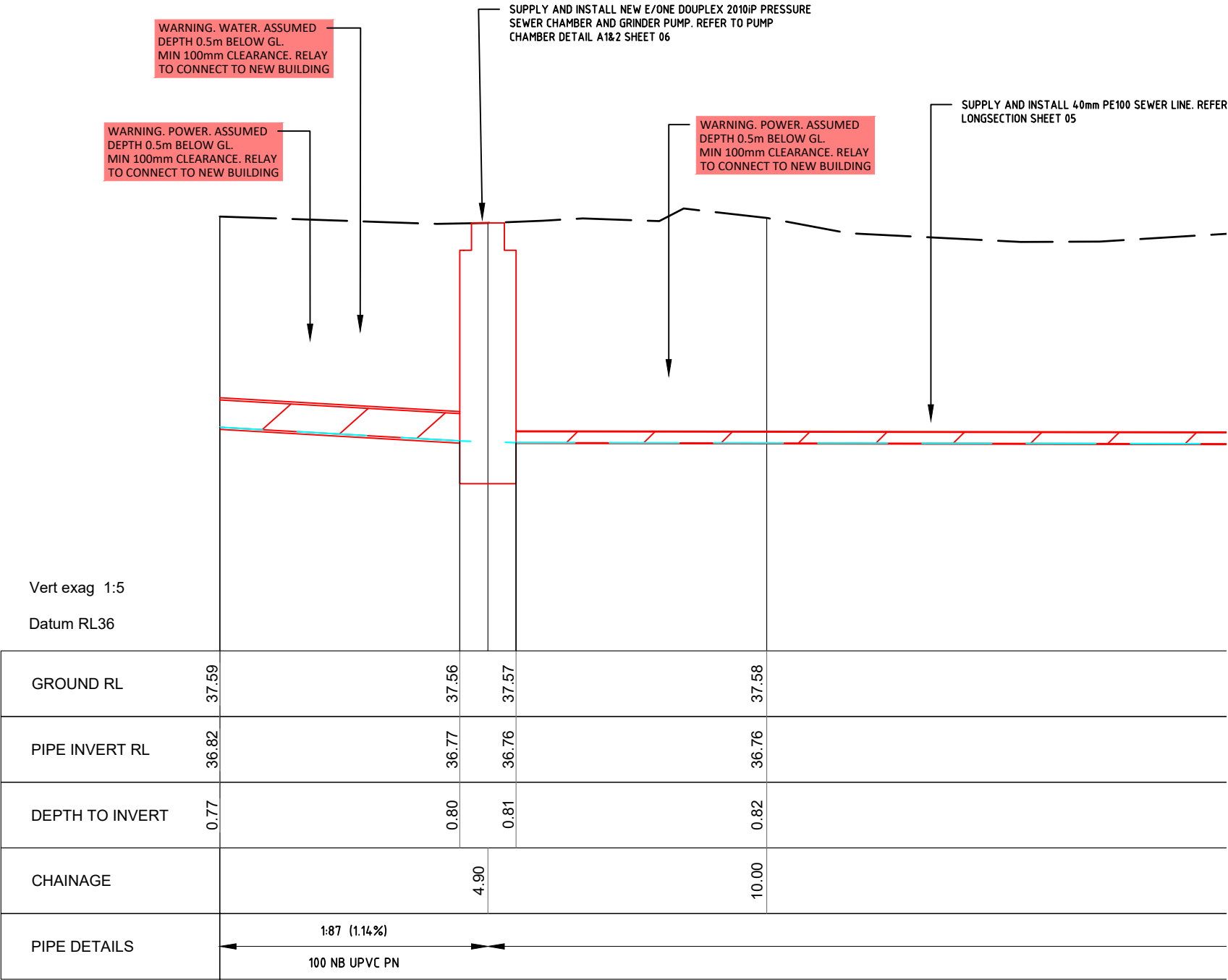
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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | ASHLEY PICNIC GROUNDS SITE PLAN |
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SPECIFIC NOTES

1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION



DN100 WASTEWATER LONG SECTION
SCALE 1:100H, 1:50V

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| DESIGNED CHKD | --- | --/--/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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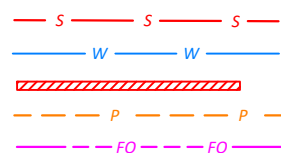
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| SHEET TITLE | ASHLEY PICNIC GROUNDS DN100 WASTEWATER LONG SECTION |
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| SHEET 04 | REVISION A |



LEGEND

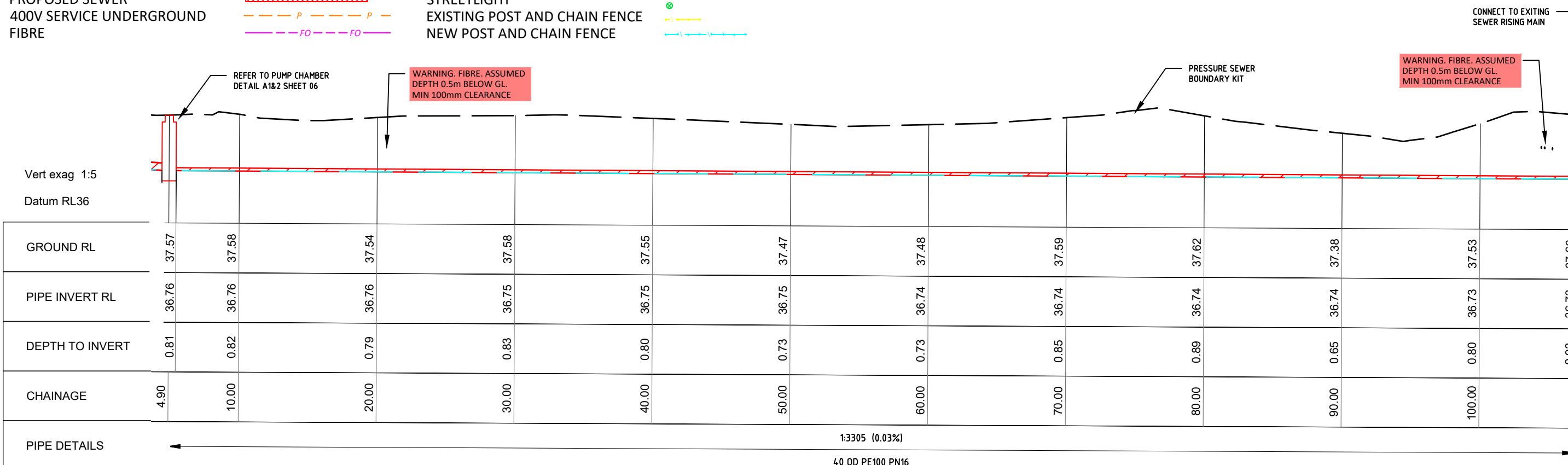
EXISTING SEWER RISING MAIN
PROPOSED WATER LATERAL
PROPOSED SEWER
400V SERVICE UNDERGROUND
FIBRE



LINZ BENCHMARK
WATER TOBY VALVE
STREETLIGHT
EXISTING POST AND CHAIN FENCE
NEW POST AND CHAIN FENCE



SITE PLAN SCALE 1:300



DN40 WASTEWATER LONG SECTION SCALE 1:300H, 1:50V

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| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



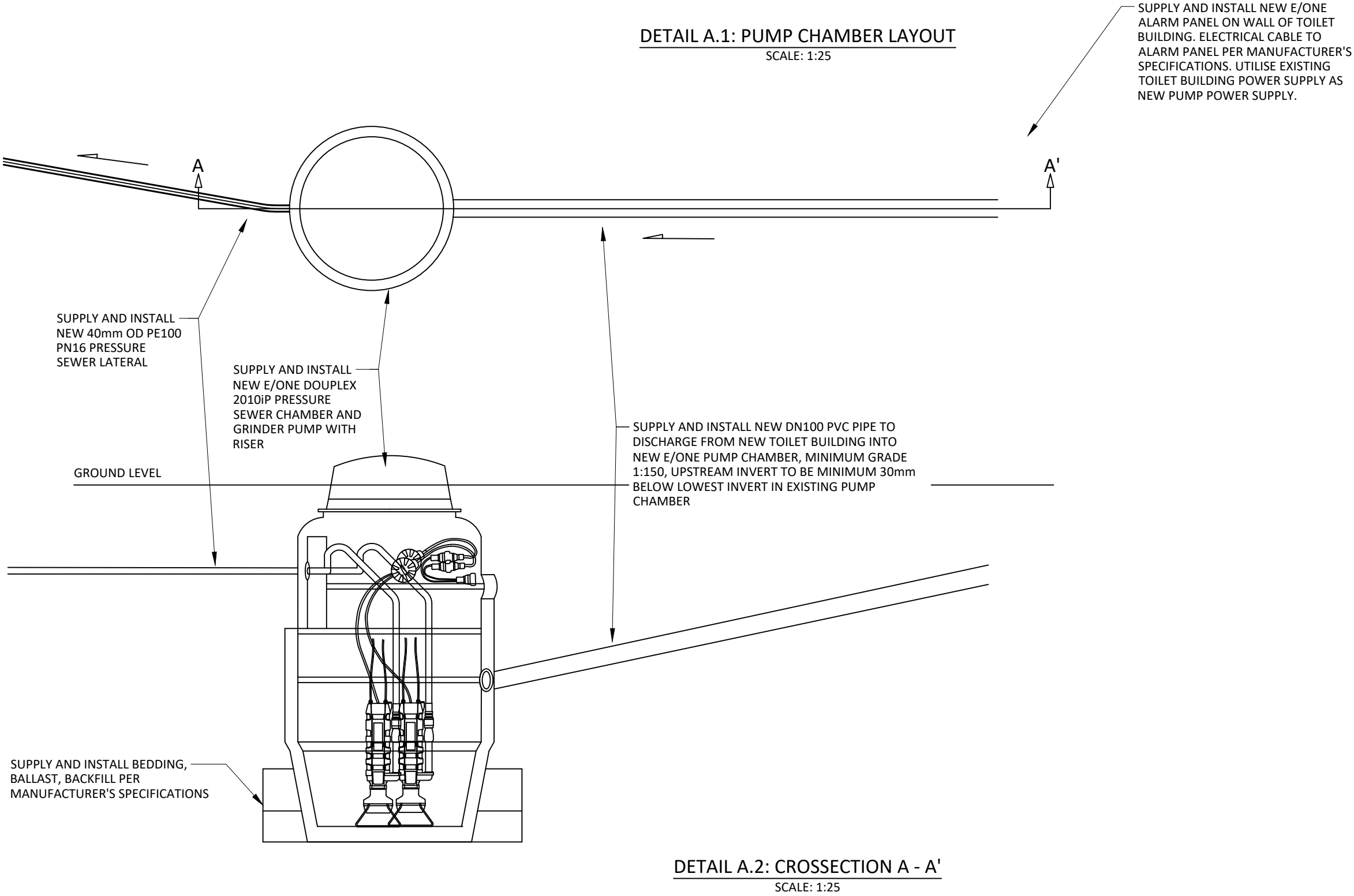
PROJECT
ASHLEY PICNIC GROUNDS &
MILLTON MEMORIAL RESERVE TOILETS

SHEET TITLE
ASHLEY PICNIC GROUNDS
DN40 WASTEWATER
SITE PLAN & LONG SECTION

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SPECIFIC NOTES

- 1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION



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| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | ASHLEY PICNIC GROUNDS DETAIL A.1&2 PUMP CHAMBER LAYOUT |
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| FOR INFORMATION NOT FOR CONSTRUCTION | |
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| SHEET | REVISION |
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CURRENT SITE LAYOUT
SCALE 1:300

GENERAL NOTES

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LEGEND

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| EXISTING WATER MAIN & LATERAL | |
| EXISTING SEWER MAIN | |
| EXISTING STORMWATER MAIN | |
| FIBRE | |
| 11-66kV UNDERGROUND | |
| 400V MAINS UNDERGROUND | |
| 400V SERVICE UNDERGROUND | |
| 400V STREETLIGHT UNDERGROUND | |
| POWER KIOSK | |
| EXISTING SUMP | |
| WATER TOBY VALVE | |
| STREETLIGHT | |
| RETAIN - POST AND CHAIN FENCE | |
| REMOVE - POST AND CHAIN FENCE | |
| RETAIN - ROUND POSTS | |

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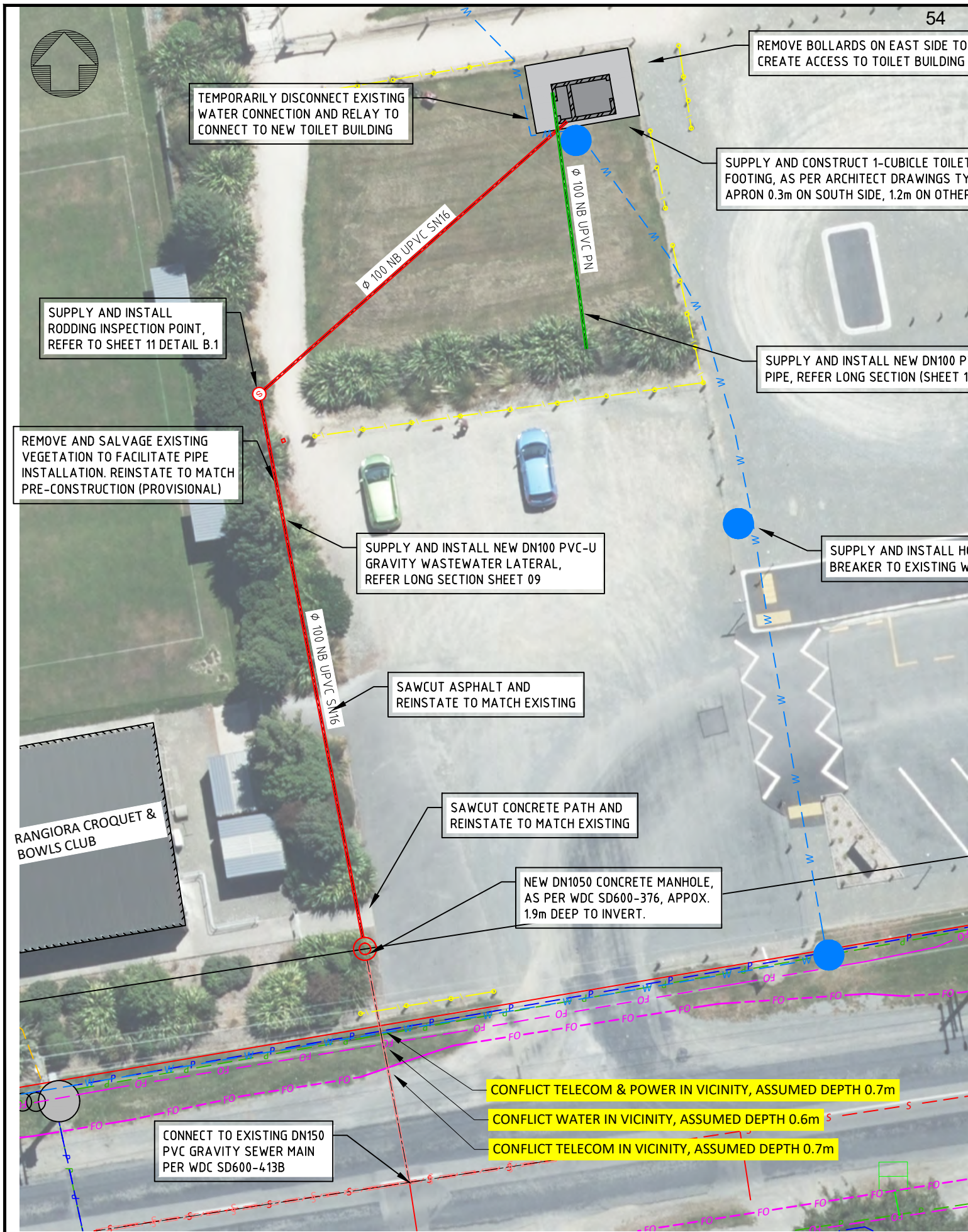
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| DESIGNED | TD | 12/02/2025 | DATUM ORIGIN | |
| DESIGNED CHKD | --- | ---/---/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | ---/---/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | MILLTON MEMORIAL RESERVE CURRENT SITE LAYOUT & GENERAL NOTES |
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| FOR INFORMATION NOT FOR CONSTRUCTION | |
| DRAWING | 4488 |
| SHEET | 07 |
| REVISION | A |



SITE PLAN
SCALE 1:250

SPECIFIC NOTES

1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION

LEGEND

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| EXISTING WATER MAIN & LATERAL | |
| EXISTING SEWER MAIN | |
| EXISTING STORMWATER MAIN | |
| PROPOSED WATER LATERAL | |
| PROPOSED SEWER | |
| PROPOSED STORMWATER | |
| FIBRE | |
| 11-66kV UNDERGROUND | |
| 400V MAINS UNDERGROUND | |
| 400V SERVICE UNDERGROUND | |
| 400V STREETLIGHT UNDERGROUND | |
| POWER KIOSK | |
| EXISTING SUMP | |
| WATER TOBY VALVE | |
| STREETLIGHT | |
| POST AND CHAIN FENCE | |
| ROUND POSTS | |

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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| DESIGNED CHKD | --- | --/--/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | MILLTON MEMORIAL RESERVE SITE PLAN |
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| DRAWING | 4488 |
| SHEET | 08 |
| REVISION | A |

SPECIFIC NOTES

1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION

CAUTION
OVERHEAD
CABLES

WARNING. WATER.
ASSUMED DEPTH
0.6m BELOW GL. MIN
100mm CLEARANCE

WARNING. TELECOM.
ASSUMED DEPTH
0.7m BELOW GL. MIN
100mm CLEARANCE

WARNING. POWER.
ASSUMED DEPTH
0.7m BELOW GL. MIN
100mm CLEARANCE

WARNING. TELECOM.
ASSUMED DEPTH
0.7m BELOW GL. MIN
100mm CLEARANCE

DN1050 CONCRETE
MANHOLE, AS PER WDC
SD600-303A AT
BOUNDARY

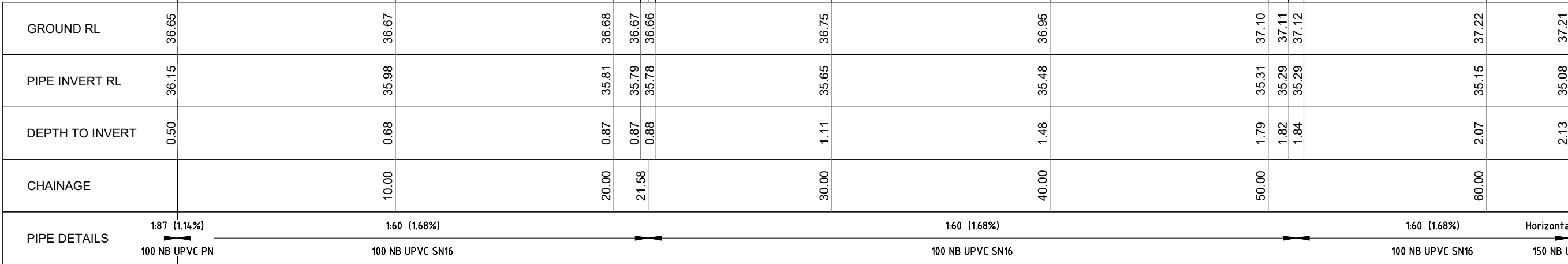
NEW RODDING INSPECTION POINT,
REFER TO SHEET 10 DETAIL B.1

EXISTING SURFACE

CONNECT TO NEW
TOILET BUILDING
GULLY TRAP

STEEPEN GRADE AS REQUIRED
TO CONNECT TO EXISTING
DN150 PVC GRAVITY SEWER
MAIN, AS PER WDC SD600-413B

Vert exag 1:5
Datum RL35



DN100 WASTEWATER LONG SECTION
SCALE 1:200H, 1:50V

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



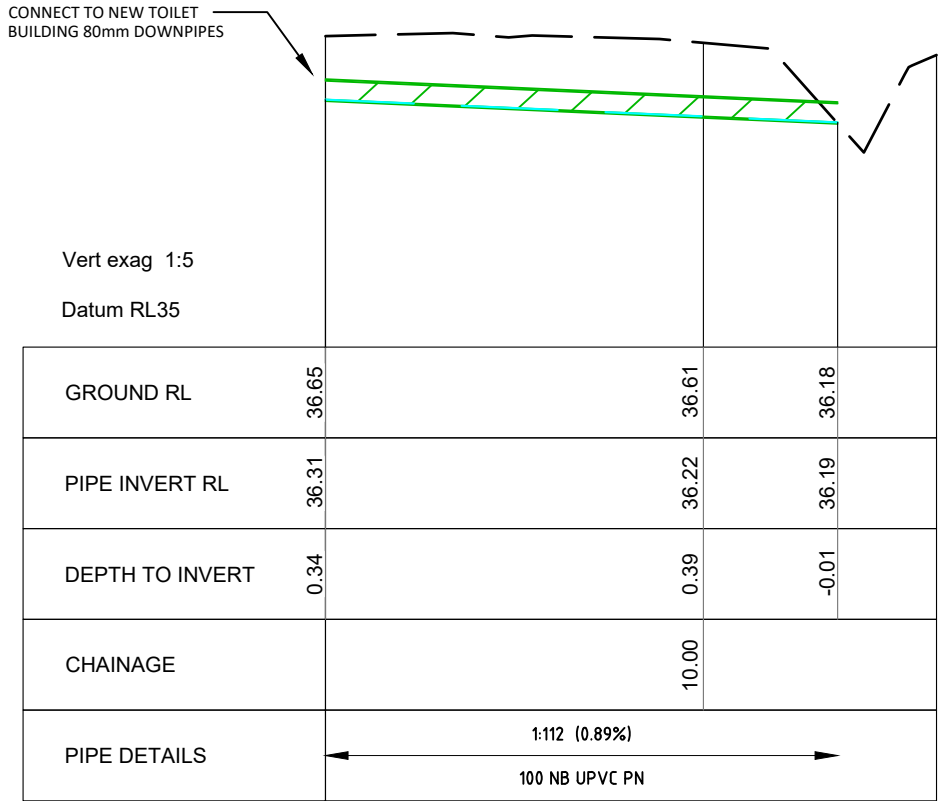
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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | MILLTON MEMORIAL RESERVE DN100 WASTEWATER LONG SECTION |
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| FOR INFORMATION NOT FOR CONSTRUCTION | |
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SPECIFIC NOTES

- 1. CONTRACTOR TO PROVIDE TEMPORARY PORTALOOS DURING CONSTRUCTION



DN100 STORMWATER LONG SECTION
SCALE 1:200H, 1:50V

| REV | REVISION DETAILS | DRN | CHK | APP | DATE |
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| A | FOR TENDER | TD | --- | --- | 12/02/2025 |
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|---------------|-----|------------|--------------|-------------|
| SURVEYED | GP | 09/12/2024 | PROJECT No | PD002080 |
| DRAWN | TD | 12/02/2025 | CON No | CON202450 |
| DRAWING CHKD | --- | --/--/2020 | SCALE (A3) | AS SHOWN |
| DESIGNED | TD | 12/02/2025 | DATUM ORIGIN | |
| DESIGNED CHKD | --- | --/--/2020 | HORIZONTAL | NZTM GD2000 |
| APPROVED | --- | --/--/2020 | VERTICAL | NZVD 2016 |



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| PROJECT | ASHLEY PICNIC GROUNDS & MILLTON MEMORIAL RESERVE TOILETS |
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| SHEET TITLE | MILLTON MEMORIAL RESERVE DN100 STORMWATER LONG SECTION (PROVISIONAL) |
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| FOR INFORMATION NOT FOR CONSTRUCTION | |
| DRAWING 4488 | |
| SHEET 10 | REVISION A |

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 250227032451**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 9 April 2025**AUTHOR(S):** Thea Kunkel (Governance Team Leader)**SUBJECT:** Request for inclusion of a new name to the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List**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 adding a new name to the Pre-Approved Rangiora-Ashley Community Board's (the Board) Road and Reserve Names List.

Attachments:

- i. Correspondence from K Ealam (Trim 250227032420).
- ii. Waimakariri District Naming Policy (Trim 230321039443)
- iii. Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List (Trim 241111199187)

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

- (a) **Receives** Report No. 250227032451.
 - (b) **Approves** including the name 'Ealam' in the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List.
- OR**
- (c) **Declines** the inclusion of the name 'Ealam' in the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List.

3. BACKGROUND

- 3.1. The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the local area's identity and ensure ease of identification for the Council and the public and key public and private services such as emergency, postal, and courier services.
- 3.2. The Council's four Community Boards have the delegated authority to name new streets and roads and alter existing street names within their respective wards.
- 3.3. A Master List of Pre-approved Road and Reserves names was compiled for the Rangiora-Ashley Ward to assist developers when submitting requests for road names within the area with names that reflect local significance.

- 3.4. Potential road names will remain on the pre-approved list until they are either allocated to a road or removed due to a list review. In addition, from time to time, a road name may no longer need to be in use as two or more roads may be joined into one road, or a road may be permanently closed. The road name(s) may be returned to the list in both cases.

4. ISSUES AND OPTIONS

- 4.1. Board member Goldsworthy received a letter from former Volunteer Fire Brigade's Deputy Chief Fire Officer, Kerry Ealam, requesting that his family name be considered for inclusion in the Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List.
- 4.2. Generations of the Ealam family have shown a strong community commitment to the Rangiora area:
- Ray and Ngaire Ealam moved to Rangiora in 1967 and built their first home in 1969. R Ealam served in the Rangiora Volunteer Fire Brigade from 1971 to 1983, when he retired due to poor health and became an Honorary Life Member of the Brigade.
 - K Ealam served in the Brigade from 1987 to 2022, completing 35 years of service and becoming a life member.
 - Tim Ealam joined the Rangiora Volunteer Fire Brigade not long after K Ealam in 1990, completing 19 years before retiring and becoming a life member of the Brigade.
 - Hayden Ealam is the third generation, joined the Brigade in 2009 and is still serving.
 - Members of the Ealam family also volunteered with the Rangiora St John Ambulance services, servicing as ambulance officers for approximately ten years.
 - Philip, Alison and Thomas Ealam, all New Zealand Police Officers, have served in Rangiora and Kaiapoi for almost eight years between them.
- 4.3. When naming roads, streets, parks, and reserves, the Board needs to ensure to select suitable options, which:
- (a) Tell the story of Waimakariri and reflect the district's natural and cultural heritage
 - (b) Do not cause confusion with existing names in the Waimakariri District or neighbouring districts
 - (c) Pay homage to the historical significance of particular locations
 - (d) Acknowledge the cultural significance of the area to Te Ngāi Tūāhuriri
 - (e) Reflect local flora, fauna, and topographical features of the district.
- 4.4. Once the names are approved for Pre-Approved Rangiora-Ashley Community Board's Road and Reserve Names List, the staff ensure the updated list will be displayed on the Council's website.
- 4.5. It should be noted that the rights of a subdivision developer to promote preferred road names for the subdivision may be taken into consideration. However, the final decision regarding road names will be made by the Community Boards.
- 4.6 **Implications for Community Wellbeing**
The issues and options discussed in this report have no implications for community wellbeing.
- 4.7 The Management Team has reviewed this report and supports the recommendations.

5. COMMUNITY VIEWS

5.1. Mana Whenua

Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report. However, proposed names have local, historical or cultural significance to the area.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

The decisions sought by this report have no financial implications. Developers are responsible for the cost of road name signs, as per the Policy.

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

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

6.4. **Health and Safety**

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Local Government Act 1974 section 319 (1) (j).

7.3. **Consistency with Community Outcomes**

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

7.3.2 People of different ages and cultures have wide-ranging opportunities to participate in community life and recreational activities.

7.3.3 The road naming guidelines contribute to maintaining the distinctive character of our towns, villages, and rural areas.

7.3.4 The careful selection of road names also contributes to the District being well served by emergency services".

7.4. **Authorising Delegations**

The Rangiora-Ashley Community Board has been delegated the power, on behalf of the Council, to approve the naming of new roads within its area.

Good Morning Jason

As per our discussion please find below the reasons I think as a family that we may be able to request a street name due to my great uncle having died in WW2 and the services that the rest of the family has volunteered for this beautiful country town.

Along with the below about CC Ealam this is just my family history here in Rangiora but haven't sourced the rest of the Ealam family up to us. Note that Trevor Ealam and his brother are also in the Oxford Volunteer fire brigade and the Oxford search and rescue and have been also for many years.

My dad Ray Ealam and mum Ngaire Ealam moved here in 1967 and lived in King Street due to a transfer with the telephone exchange and build their first home here in 1969 at 3 Walker Place.

Ray joined the Rangiora Volunteer Fire Brigade in 1971 to 1983 (he had already served three years in the Methven volunteer fire brigade before joining Rangiora as there was a waiting list to join) then retiring due to poor health and becoming a Honorary Life Member of the brigade.

I then Joined the Brigade in 1987 – 2022 completing 35 years' service and becoming a life member.

My brother Tim Ealam joined the brigade not long after me in 1990 completing 19 years before retiring and also becoming a life member of the brigade.

Then my son the third generation joined the brigade in 2009 and is still currently serving

Along with this both myself, my ex-wife Melanie and Sister in-law Alison Ealam also did service volunteering in the Rangiora St John being ambulance officers between us approx. 8- 10 years' service.

Then my brother Philip, his wife Alison and their son Thomas, all police officers have also served in Rangiora as paid police officers serving almost eight years between them here in Rangiora/Kaiapoi.

This is just my side of the family as we have Trevor and his brother Ron Ealam in Oxford who are long serving members of the Oxford Brigade and Ron also a long serving member of the search and rescue team.

So with all of this and the below I would like the Ealam Name to be considered for a new street name if it is possible.

Many thanks.

Kerry Ealam

Flight Sergeant Clutha Charles EALAM (424231) of the Royal New Zealand Air Force

Circumstances of Death: Lost in aircraft [Catalina NZ 4013](#)
[Ext Link](#)

Date of Death 1945-04-13 **Age** : 21 years.

Served in 5 Sqdn RNZAF

Burial/Commemoration Details : 1A. 2. at Bourail New Zealand War Cemete, New Caledonia ([Map](#))

More Details: SON OF PETER EALAM AND OF MARGARET EALAM NEE MARSHALL); HUSBAND OF JOYCE EILEEN EALAM, OF SPREYDON, CHRISTCHURCH, CANTERBURY, NEW ZEALAND.

[Search Google for C C EALAM](#)

[View Commonwealth War Graves Commission : C C EALAM](#)

Scroll down to view more information from other sources

Other Casualties in Catalina NZ 4013

| Rank | Name, Number, Trade & Details | Date | Unit | Country | Cemetery/Memorial & Loc Ref |
|-----------------|---|------------|------------------------------------|---------------|--------------------------------|
| Flight Sergeant | Clutha Charles EALAM (424231) Catalina NZ 4013 Ext Link | 1945-04-13 | 5 Sqdn RNZAF AIR27 | New Caledonia | Bourail New Zealand War Cemete |
| Warrant Officer | William Henry HEATH (415531) Catalina NZ 4013 Ext Link | 1945-04-13 | 5 Sqdn RNZAF AIR27 | New Caledonia | Bourail Memorial |
| Flying Officer | Raymond Ingram WILKINSON (2130) Catalina NZ 4013 Ext Link | 1945-04-13 | 5 Sqdn RNZAF AIR27 | New Caledonia | Bourail Memorial |

1945EALAM424231.jpg

Photo Not Available

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Flight-Sergeant C. C. Ealam, of Christchurch, killed



Flt/Sgt. C. C. Ealam,
of Christchurch, killed.

424231 SGT. Clutha Charles EALAM.

Mother : Mrs. Margaret Ealam of Rangiora.

Wife : Mrs. J.E.Ealam of Christchurch.
(Married 29.4.44).

Clutha Ealam was born at Christchurch on July 22nd 1923.

He was educated at Rangiora Primary School, where he played in the first XV and at Papanui Technical College. His favourite sport was baseball, which he played with the Rangiora Club. He was employed as a butcher by H.Hammond of Christchurch, when he applied for aircrew enlistment in March 1942. He was already a member of No. 17 Squadron of the A.T.C. in Christchurch. He entered the R.N.Z.A.F. camp at Levin at the end of May 1942, and, going to Rotorua Initial Training Wing in October, he was selected for training as an Air Gunner.

In April 1943 he disembarked in Canada and trained at No. 2 Wireless and at No. 2 Bombing & Gunnery Schools, and at No. 9 Air Observers School at St. Johns, ^{Quebec}. On January 17th 1944 he became a Sergeant Wireless Operator/Air Gunner, ^{and returned} Returning to New Zealand in April 1944, ~~he married Miss Joyce Pepper of Papanui~~.

In June 1944, Sgt. Ealam was posted to the School of General Reconnaissance at New Plymouth, where he was Wireless Operator in Anson aircraft on cross country flights. He became a Flight Sergeant in July. On October 12th he embarked for Fiji and became Wireless Operator on Catalina aircraft of the No. 5 Flying Boat Squadron which carried out anti-submarine patrols and photographic missions in the South West Pacific area. The crew was usually captained by F/L. Tuckett with P/O Wilkinson second pilot, and P/O. Albrecht as navigator.

On April 13th 1945, the Catalina in which they were flying, crashed after take off from Pansufuti Lagoon, P/Sgt. Ealam losing his life.

"Although he had been in the Squadron only a comparatively short time, he was thought of very highly, not only by his Captain but by all members of his crew, and by all those who had been associated with him in any way."

5/2/15991 A.S. 2.

532 hours as W/Tech.

Mrs. J. Ealam, (W)
29 Blighs Road,
Papanui,
CHRISTCHURCH.

Naming Policy

1. Introduction

This policy describes how the Council allocates names to new roads, streets, parks, reserves and Council owned assets.

2. Purpose

The purpose of the policy is to provide Council staff and the public with information about how the Council manages the naming and renaming of its various assets and facilities within its boundaries.

3. Scope

3.1. The scope of the policy covers naming procedures and criteria for the following types of infrastructure within the district:

- Naming of roads and streets
- Naming of parks and reserves
- Naming of Council assets, including open spaces, facilities, swimming pools, and Council owned buildings and properties (excluding utilities).

3.2. When undertaking its processes to name Council owned or managed infrastructure or assets, the policy includes Council's obligations under the Treaty of Waitangi and recognises the importance of the Memorandum of Understanding with our Treaty partner, Te Ngāi Tūāhuriri Rūnanga.

4. Policy objectives

4.1. The overall policy objective is to ensure roads, streets, parks, reserves and Council assets or facilities naming procedures reflect local identity.

4.2. The policy provides direction to the public or Council staff about how to apply for approval to name, rename or dedicate Council property, buildings, or park elements.

4.3. The policy will provide clarity and consistency in the naming of all Council assets.

5. Policy statement

5.1. Overview approach

When naming all roads, streets, parks, reserves and facilities, the Council and its representatives will seek to work with Te Ngāi Tūāhuriri Rūnanga to select suitable options, which:

- Tell the story of Waimakariri and reflect the district's natural and cultural heritage
- Do not cause confusion with existing names in the Waimakariri District or neighbouring districts
- Pay homage to the historical significance of particular locations

- Acknowledge the cultural significance of the area to Te Ngāi Tūāhuriri
- Reflect local flora, fauna, and topographical features of the district.

6. Naming of roads and streets

- 6.1. The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 6.2. Re-naming of existing streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 6.3. Where a street is named for the first time, or a street name is altered, then the District Land Registrar, the Chief Surveyor, Fire and Emergency New Zealand, Chorus, MainPower, valuation service provider, NZ Police, Civil Defense, and the Canterbury Regional Council shall be informed of the new name or change.
- 6.4. Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 6.5. All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "Private Road" as per the Engineering Code of Practice.
- 6.6. All private roads that are to be named are to have a minimum of four lots with access from the private road.
- 6.7. **Council's 'List of Approved but Unallocated Road Names':**
 - 6.7.1. The list of unallocated potential road names for the Waimakariri District is maintained by the Governance Department. Names approved for addition to the List of Approved but Unallocated Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.
 - 6.7.2. From time to time a road name may no longer need to be used as two or more roads may be joined into one road, or a road may be permanently closed. In both cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.
 - 6.7.3. The review of the list will be undertaken every six years in line with the approach set out in clause 5.1 above.
- 6.8. **Naming of Streets in New Subdivisions:**

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

The road type should be one that most accurately reflects the type of roadway that is being named. Selection of Road Name from AS/NZS 4819:2011 should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011 (see Appendix 1).

7. Naming of parks and reserves

- 7.1. The Council's four Community Boards have the delegated authority for the naming of parks and reserves within their respective wards.
- 7.2. The Community Boards shall take the following factors into consideration when approving names for parks and reserves:
 - It is desirable for small neighbourhood reserves to be named after the main street they are located on to enable them to be easily located

- Names of rural neighbourhood reserves with community catchments should have some relationship to the community they are located within to enable them to be located and to signify their connection to the community
- Reserves should only be named after the person/family subdividing the land if the chosen name fits into one of the categories listed under clause 5.1.

8. Naming of Council assets

8.1. Naming where there is no sponsorship:

- 8.1.1. Where there is no sponsorship, the decision on naming will be made by the relevant committee of Council according to the current delegations.
- 8.1.2. Selection of a name will be made in accordance with clause 5.1.

8.2. Naming where there is sponsorship:

- 8.2.1. The final decision for naming of corporate assets will rest with the Council, including naming opportunities as a result of gifts or sponsorships.
- 8.2.2. Where the naming opportunity is as a result of sponsorship or gift, the following factors must be considered alongside Clause 5.1 above:
 - The significance of the contribution made relative to the construction and operating costs of the item being named
 - The cost of establishing the naming option
 - A sunset clause associated with the length of time that the name will be used. Naming agreements may be renewed if the appropriate gift or sponsorship is received
 - The degree of exclusivity requested by the sponsor and the corresponding restrictions regarding advertising or use of competitors' brands
 - Names of tobacco companies or alcohol companies and products will not be used.
- 8.2.3. Applications for naming rights from major donors shall be submitted in writing to the Chief Executive for consideration of the Council. The written request shall include the following:
 - Biographical information if named after an individual or organisation
 - Documentation providing the detail of the terms and quantum of payment being proposed and the consideration required from the Council
 - The Chief Executive will report to relevant committee of Council which may make a recommendation to Council, to be considered in committee.
- 8.2.4. Existing names will not be changed without consideration of the historical significance of the existing name, the impact on the individual or organisation previously named and the cost and impact of changing existing signage, rebuilding community recognition, and updating records. Each application will be considered on a case-by-case basis.

9. Responsibilities

- 9.1. The naming of roads and streets will be administered by the Roading and Transport Unit of the Council.
- 9.2. The naming of parks and reserves or other Council assets or facilities will be administered by the Community and Recreation Department of Council.

10. Questions

- 10.1. Any questions regarding the naming of roads and streets should be directed to the Roading and Transport Manager in the first instance.
- 10.2. Any questions regarding the naming of parks or reserves or other Council assets should be directed to the Community and Recreation Manager in the first instance.

11. Relevant documents and legislation

- AS/NZS 4819:2011 Geographic Information – Rural and Urban addressing (for naming of roads and streets)
- Local Government Act 1974 S317 - S319 (j) naming of roads and streets
- Parks and Recreation, Recreation and Reserves Management, Reserve Naming (QS-R015) (for naming parks and reserves)
- Reserves Act 1977 s16(10) (for naming roads and reserves)
- Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.

12. Effective date

2 May 2023

13. Review date

2 May 2029

14. Policy owned by

General Manager, Strategy, Engagement and Economic Development

15. Approval

Adopted by Waimakariri District Council on 2 May 2023

PRE-APPROVED NEW ROAD NAME LISTS FOR COMMUNITY BOAR

KEY

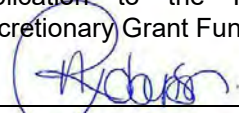
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| Kaipoi-Tuahwi Community Board (KTCB) |
| Rangiora-Ashley Community Board (RACB) |
| Oxford-Ohoka Community Board (OOCB) |
| Woodend-Sefton Community Board (WSCB) |

| Board | Historic Names | Reference | Date Adopted |
|-------|----------------------------|--|--------------|
| KTCB | | | |
| KTCB | Begg | | |
| KTCB | Bevan Wright | Kaipoi brass band stalwart | |
| KTCB | Blackie | | |
| KTCB | Booker | Shop owner during the 50's and 60's | |
| KTCB | Braun (Karel) | still resident. | |
| KTCB | Brown (Kitt) | Local identity | |
| KTCB | Brownlee (Arthur) | Family owned the Kaiaknui Hotel | |
| KTCB | Brundell (Alfred) | Local farming family | |
| KTCB | Bunker | Shop owner during the 50's and 60's | |
| KTCB | Checketts | | |
| KTCB | Ching | Early settler family in Kaiapoi | |
| KTCB | Courtier | | |
| KTCB | Dudding | Purchased George Jackson's punt | |
| KTCB | Dudley (Dr Charles) | Town clerk and on the Kaiapoi Roads Board | |
| KTCB | Eagleston | Early settler family in Kaiapoi | |
| KTCB | Eckersley | First accountant in Kaiapoi and built a flax mill | |
| | | | |
| KTCB | Engelbrecht | Farmers to the north west of Coutts Island | |
| KTCB | Fox | Name returned to the list (19 September) as no longer required by Lime Developments Ltd | |
| KTCB | Grimshaw | Local business family | |
| KTCB | Hatchwell | Shop owner during the 50's and 60's | |
| KTCB | Hayman (JA) | Councillor in 1906 | |
| KTCB | Hopkins | Brothers who were local wool and hide buyers and returned service men | |
| KTCB | Hudson (Rev Lewis) | Methodist minister | |
| KTCB | | | |
| KTCB | Joseph | | |
| KTCB | Karaitiana | To be considered as a future Reserve name | |
| KTCB | Kennett | Local family live on Giles Road in the 50s and 60s. | |
| KTCB | Knighon | | |
| KTCB | Levey | | |
| KTCB | Lipscombe | Shop owner during the 50's and 60's | |
| KTCB | McFellen | | |
| KTCB | McGregor | | |
| | | Long time local residents (5 generations) with members of the family working at the wollen mill and heavily involved in local sports | |
| KTCB | Mealings | | |
| KTCB | Midgley | Shop owner and school teacher | |
| KTCB | Midland | Midland bus company operated in the Kaiapoi area from WWII to the early 1980 | |
| KTCB | Ohapuku | Original name of area between end Mill Road and Ohoka | |
| KTCB | Pinkham | Local family | |
| KTCB | Pollard (J) | Councillor in 1928 | |
| | | The family have been in Kaiapoi for several generations and Mrs Moody's parents donated a South Island Rifle Championship medal plus six photographs relating to members of the family dating back to 1912 | |
| KTCB | Richards | | |
| KTCB | Riseley | Name returned to the list (19 September) as no longer required by Lime Developments Ltd | |

| | | |
|------|-------------------------|---|
| KTCB | Thew | CR Thew was on the Council in 1950 |
| KTCB | Vermeulen (Hans) | Keep New Zealand Beautiful |
| KTCB | Waverley | Name of farm on corner of Mill and Island Roads and home of Charles Morgan Williams MP and farmer |
| KTCB | Woolcott | Kaiapoi family of renoun |
| KTCB | Wright (Bevan) | Kaiapoi brass band stalwart |
| KTCB | Redmond | Kaiapoi Borough Councillor in 1980-85 and KTCB member between 2019-19. Solicitor and partner in Corcoran French from 1981-2017. Life member of KPA Patron and life member of Coastguard North Canterbury and foundation chair of Kaiapoi Maritime Heritage Trust from 2005-2020. Awarded the Queens Service Medal for community service in 2019 and a WDC councillor. |
| KTCB | Wheeler | Famely lived and worked in Kaiapoi from the late 60s to the early 90s. Community involvement included membership of the rugby hockey and model aeroplane clubs working mens club and competing in the Kane Shield during the 1980s. |
| OOCB | Ancall | Alfred Ancall was one of the first to see the 'magnificent bush and birds' as it was in 1856 and lived here for 63 years. Alfred Ancall carted timber from Oxford to Kaiapoi and Saltwater Creek as a lad of 14 years. He also managed Plaskett Mill and was also a butcher in the early days of Oxford. |
| OOCB | Crowe | Thomas Crowe arrived in Oxford in 1860 and commenced dairy farming. Followed that occupation till he was 80 years old (41 years) |
| OOCB | Dell | Signed the Women's Suffrage Petition in Ohoka |
| OOCB | Ffitch | Henry Ffitch served on the Oxford Road Board for four years and was Chairman of the Kiri Kiri School Committee for 5 years |
| OOCB | Frahm | Is a name associated with the area for many years. A Creek was named Frahm's Creek in the early 1860's, still runs through Rowes property to Main Drain |
| OOCB | Gainsford | Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed on 11 September 1911. Robert Henry Gainsford was Clerk, Surveyor, and Treasurer of the Oxford Road Board, appointed in 1901 |
| OOCB | Hitchcox | Signed the Women's Suffrage Petition in Ohoka |
| OOCB | Humphries | Signed the Women's Suffrage Petition in Ohoka |
| OOCB | Kenrick | Harry Kenrick was the first Chairman of Oxford Road Board. He started up a commercial sawmill with steam-driven saws. The first timber built house was Mr Kenricks |
| OOCB | Malland | Signed the Women's Suffrage Petition in Ohoka |
| OOCB | Mann | Mrs J Mann died in 1914 and was the first woman to arrive at the Oxford settlement in 1860. We still have Jeanette (Mann) Wells living in Oxford on the same block of land that her family owned many years ago |
| OOCB | McCormack | James McCormack was the treasurer and collector to the Waimakariri-Ashley Supply Board, joined the Board in 1895 |
| OOCB | Pachnatz | F Pachnatz lived in Oxford and was a solder in 1896. He is also named in the Oxford – the First 100 years as a Platelayer Marcia Patchnatz gave many hours of service to the library in Oxford from 1947-1949 and again from 1957-1991 |
| OOCB | Rees | Mr Howard Rees came to Oxford about 1860, built his house and surgery and dispensary on Main Street, West Oxford. Was Registrar of Births, Marriages and Deaths for Oxford in 1867. |
| OOCB | Sides | Signed the Women's Suffrage Petition in Ohoka |
| OOCB | Skurr | Janice Skurr was Mayor of Waimakariri District Council from 1942-1946. |
| OOCB | Stevenson | Rev N.J Stevenson first produced the Bulletin from 1942-1946 |
| OOCB | Stopps | Agnes Stopps Formed the Ohoka Women's Institute |

| | | |
|------|-------------------------------|--|
| OOCB | Walls | Collin Atholwood Stewart Walls, [1902-1992] purchased land and a bake house on Mill Road Ohoka in 1923, when he was 21 years of age. From there he baked bread and did some deliveries with his motorcycle and side car. In 1927 he built a new brick bake house which still stands today. Many of Colin's descendants still live in Ohoka and the wider North Canterbury area |
| OOCB | Volkman | Surgeon-Sergeant |
| OOCB | Zimmerman | Mr and Mrs Zimmerman, produced the Bulletin from 1946 to 1960. |
| RACB | Blundell | Associations with Strong family Devon-locality |
| RACB | Borrell | (full name Win Borrell) |
| RACB | Breach | Early farmers in south Rangiora |
| RACB | Duffell | Family had owned land in various parts of the District from 1850 and had a long association with Rangiora |
| RACB | Galloway | John Galloway, teacher at Rangiora High School 1930's to 1960's and local golf identity |
| RACB | Gilsenan | Glisenan family resided in the norther West Belt area |
| RACB | Horoeka | Native Plant (Lancewood) |
| RACB | Horton | Husband prominent in Salvation Army and wife Ivy (nee Geddes) centenarian |
| RACB | | |
| RACB | James Seed | Ran fax mill and general store in Southbrook and was the local ropemaker |
| RACB | Kahikatea | Native Plant that grows in district (White Pine) |
| RACB | Koromiko | Native plant that grows in district (Hebe) |
| RACB | Laird | Coalman |
| RACB | Lane (Frederick) | Mayor in 1921 |
| RACB | | |
| RACB | Langley (Doris) | Business women who ran a well known dairy and had many years service to photographic and early records societies |
| RACB | Les Farr | Mayor 1961-1971 |
| RACB | Loffhagen | Long time residents of the ward |
| RACB | Pulley | Resient request |
| RACB | Phyllis Hollow | Senior Mistress of RHS when Nursery school established in 1938 |
| RACB | Relph | Mayor 1905-08 |
| | | |
| RACB | Rowland (Colin) | Long time resident with involvement in sport and community groups (do not use with street to avoid addition of as s) |
| RACB | Sansom | Rangiora Borough Councillor from 1888-1914 and Maor three times (1892-94, 1901-2 and 1912-14) |
| RACB | Schluter | Local farming family who gifted Hagen Reserve |
| RACB | Sheehan | Returned Service Association involvement |
| RACB | Skilling | Eealy local blacksmith and later engineers |
| WSCB | Betty Wright | Farming family in Ravenswood |
| WSCB | Brockenhurst | Farm where Ravenswood is located (name to be used in conjunction with development on pegasus side of SH@ where farm was situated) |
| | | |
| WSCB | Catton (Eleanor) | Novelist |
| WSCB | Cooper (Anton) | Top New Zealand Cyclist |
| WSCB | Corlett (Alfred) | Early settler in Woodend |
| | | |
| WSCB | Curnick | Serviceman from the 19-14 war |
| WSCB | Dearbridge | Charles Dearbridge born in Herefordshire in England and farmed property in Woodend - Sounds similar to Derbridge. |
| WSCB | Dellow (Rev John) | Methodist minister at Woodend |
| WSCB | Drake | Serviceman from the WWII |
| WSCB | Ealgeson | Serviceman from the WWII |
| WSCB | Field | Serviceman from the WWII |
| WSCB | Frame (Janet Paterson) | Author |
| WSCB | Graham | Serviceman from the WWII |

[illegible]

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 250324050197**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 9 April 2025**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

1.1. The purpose of this report is to consider the following two funding applications:

| Name of Organisation | Purpose | Amount requested | Does the application comply with the Discretionary Grant Fund Criteria |
|---|-----------------------------------|------------------|--|
| Rangiora Community Patrol | Purchase of Dash-cams | \$775 | The application complies with the criteria |
| Big Brothers Big Sisters North Canterbury | Purchase of a new office computer | \$1,000 | This application complies with the criteria |
| Total: | | \$1,775 | |

Attachments:

- i. Application from the Rangiora Community Patrol (Trim Ref: 250317044018).
- ii. Application from the Big Brothers Big Sisters North Canterbury (Trim Ref: 250312041616).
- iii. The spreadsheet shows the grants for the previous two years.
- iv. Board funding criteria for the 2024/25 financial year (Trim 210603089776).

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

- (a) **Receives** report No. 250324050197.
- (b) **Approves** a grant of \$..... to the Rangiora Community Patrol to purchase dashcams for its patrol vehicle.
OR
- (c) **Declines** a grant to the Rangiora Community Patrol.
- (d) **Approves** a grant of \$..... to Big Brothers Big Sisters North Canterbury towards a new office computer.
OR
- (e) **Declines** a grant to Big Brothers Big Sisters North Canterbury.

3. **BACKGROUND**

- 3.1 The ***Rangiora Community Patrol*** is seeking funding to purchase dashcams for its patrol vehicle.
- 3.2 ***Big Brothers Big Sisters North Canterbury*** is seeking funding to purchase a new office computer.
- 3.3 The current balance of the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant fund is \$6,785.

4. **ISSUES AND OPTIONS**

Rangiora Community Patrol (the Patrol)

4.1 Information provided by the Patrol:

- 4.1.1 The Community Patrols of New Zealand (CPNZ) is a national organisation formed in 2002. Although the CPNZ is funded by the New Zealand Police and the Government, with the CPNZ National Office being based at Police National Headquarters, local community patrols are not and are, therefore, self-supporting.
- 4.1.2 Community Patrols are organised and operated by local communities and raise annual operating expenses through local grants, sponsorship, and donations. Each Patrol caters to the needs of its specific local community, patrolling where and when it best supports the local New Zealand Police and assists in protecting the local community. In partnership with others, the Patrol assists in preventing crime and reducing harm through the active presence of trained patrollers. The CPNZ's vision is a New Zealand where everyone feels safe. Currently, the Patrol covers most of the Rangiora Ashley Ward, with 30% of the Woodend-Sefton Ward and 10% for each of the Oxford-Ohoka and Kaiapoi-Tuahiwi areas.
- 4.1.3 The Patrol is seeking funding for dashcams for its patrol vehicle's front, rear, and sides. This will enable the Patrol to capture footage from all directions, which will assist in deterring crimes and provide the New Zealand Police with footage of criminal activity if required. The dashcams will also contribute to ensuring the health and safety of the people in the vehicle.
- 4.1.4 The installation of the dashcams is estimated to cost around \$775. Currently, the Patrol has sought no other funding; however, BBQs are run for ten months of the year, and a quiz was held in February 2025 to raise funds for the Patrol's operating costs.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as Rangiora Community Patrol is a not-for-profit organisation, and the project will primarily benefit the residents of the Rangiora-Ashley Ward.
- 4.2.2 The Patrol has received the following funding during the last five years, and all Accountability Forms have been received:

| Date | Project | Amount |
|---------------|---|----------------|
| December 2021 | Towards maintenance of the patrol vehicle | \$500 |
| February 2023 | Towards the purchase of sunhats | \$440 |
| March 2024 | Towards new brake pads for vehicle | \$515 |
| Total | | \$1,455 |

Big Brothers Big Sisters North Canterbury (BBBS)

4.3 Information provided by BBBS:

- 4.3.1 In 1904, a young New York City court clerk named Ernest Coulter observed that more and more boys were coming through the courts and recognised that caring adults could help many of these kids stay out of trouble, so he set out to find volunteer mentors. At about the same time, the members of a group called Ladies of Charity were befriending girls who had come through the New York Children's Court. These two initiatives marked the beginning of an international organisation operating in 13 countries and serving over 280,000 children in need. The first New Zealand Big Brothers Big Sisters Programme was established in Dannevirke, where the first mentoring match was made in November 1996. The North Canterbury Programme was established in 2006.
- 4.3.2 BBBS is requesting funding to purchase a new office computer as their current computer is outdated, slow and unable to upgrade to Windows 11. This is an essential piece of equipment for the efficient running of the organisation. The computer is required to oversee communications, marketing, financials, and day-to-day operations. The current computer, a refurbished model donated several years ago, does not have a camera, which impacts virtual meetings so crucial in today's world.
- 4.3.3 At least 50% of BBBS' mentors and mentees are from the Rangiora Ashley Ward, making this support particularly impactful for the local community. By funding this request, the Board will directly contribute to the continued success of the youth mentoring programme, ensuring that Tamariki in the region receive the guidance and encouragement they need to thrive.
- 4.3.3 BBBS North Canterbury falls under the umbrella of Big Brothers Big Sisters of New Zealand; however, it is a stand-alone charitable Trust affiliated with the National branch and is accountable to the national and wider New Zealand community of branches.
- 4.3.4 The new computer is estimated to cost around \$1,748, and BBBS has, therefore, requested \$1,000. Later in the year, BBBS will host its annual fundraising event, 'The BIG Breakfast,' which will contribute to the cost of the new computer. Given the cost and the lack of funding available at this time, the purchase will not be made if this application is unsuccessful.

4.4 Council Evaluation:

- 4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as BBBS is a not-for-profit organisation, and the project will primarily benefit the residents of the Rangiora-Ashley Ward.
- 4.4.2. BBBS received funding in August 2023 towards a new office printer, and the Accountability Form has been received.
- 4.4.3 BBBS has also applied to the Kaiapoi-Tuahiki Community Board for funding to purchase the computer.
- 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 the Patrol works to ensure a reduction of crime in the district and BBBS provides services to children at risk.
- 4.7 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$6,785. If the applications are granted, the Board will have \$5,010 left 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 or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject. The Patrol works to reduce crime in the district, and BBBS provides services to children at risk.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

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

6.1.2 The current balance of the Rangiora-Ashely Board's 2024/25 Discretionary Grant Fund is \$6,785. If all the applications are granted, the Board will have \$5,010 left for the remaining two months of the financial year.

6.1.3 The application criteria specify that grants are generally limited to \$1,000 in any financial year (July to June); 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 organisations and groups that have applied for funding.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

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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: Rangiora Community Patrol

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Secretary

Contact phone number: [REDACTED] Email: rangiora@cpnz.org.nz

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

Purchase Dash Cams for the Patrol Vehicle including Cameras on the rear and sides of the vehicle

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

Overall cost of project/event: \$775.00 Amount requested: \$775.00

How many people will directly benefit from this project? 20,000

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 10 % Rangiora-Ashley 50 % Woodend-Sefton 30 % Kaiapoi-Tuahiwi 10 %

Other (please specify):

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

Dash Cam Footage will record events happening in the Community. Help prevent crime in the area

What is the benefit(s) to your organisation?

Health & Safety for Patrollers
Information for Police

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

Reduce Crime, there has been an increase in Youth Vandalism in Rangiora township.
Building Sites targeted

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

If yes, name of parent group: CPNZ

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

We are under the umbrella of CPNZ Community Patrols NZ) with their Rules and Regulations and Police Guidelines

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.

No other application for this purchase
BBO's run 10 months per year.
Quiz 23/2/25 as a fundraiser

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.

No

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

If yes, please supply details:

Vehicle Brakes Repaired

If this application is declined, will this event/project still occur? ⁷⁷ ☒ Yes ☐ No

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

We are Volunteers who fundraise to purchase the Patrol Vehicle, Uniforms, Phone, Tablet, Running expenses of the Vehicle.

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: _____

14/3/25

Other Fund Raising Events
Quiz
Tuck for Tucker

Market in the Park

Donations. - one off donations

Sale of Plates

ANAYYSIS REPORT FOR RANGIORA COMMUNITY PATROL - 31.03.24

| | | | |
|-----------------------------------|---------|--|------------|
| 31.03.23 Balances br/fwd : EFTPOS | 668.46 | | |
| Savings | 1622.03 | | |
| Everyday a/c | 1163.85 | | \$3,454.34 |

DEPOSITS:

| | | | |
|----------------------|---------|----------|-------------|
| Grants | 1299.30 | | |
| BBO | 1446.30 | | |
| Donations | 2950.00 | | |
| Interest | 112.42 | | |
| Xmas Raffle | 681.00 | | |
| Quiz | 1020.00 | | |
| Quiz Raffle | 617.00 | | |
| McAlpines | 10.00 | | |
| Stationery Refund | 47.00 | | |
| Seed /phone Donation | 360.00 | 8,543.02 | \$11,997.36 |

WITHDRAWALS:

| | | | |
|--------------------|--------|---------|------------|
| Audit | 75.00 | | |
| Sunhats | 439.30 | | |
| Phone rental | 360.00 | | |
| Insurance | 554.38 | | |
| Tracker | 258.99 | | |
| Tyres | 290.57 | | |
| Stationery | 111.48 | | |
| Courier | 11.40 | | |
| Supper exps-(May) | 50.66 | | |
| Printer Inks | 83.79 | | |
| Car -Electrics | 103.40 | | |
| Car - rejo | 109.48 | | |
| Transfer to Eftpos | 360.00 | | |
| W/holding tax | 50.54 | 2858.99 | \$9,138.37 |

*Invited a friend to assist
with the 10/12/24*

| RANGIOR ACOMMUNITY PATROL TREASURERS REPORT | | AS CURRENT 10 MARCH 2025 | | |
|---|---|--------------------------|--------------------|--------------------|
| | | | | |
| | ANZ Busines Account opening balance | | \$2,671.71 | |
| | | | | |
| 18/02/2025 | Deposit | BBQ | \$130.20 | |
| 19/02/2025 | E M Harris | Quiz | \$20.00 | |
| | G S Kneale | Quiz | \$40.00 | |
| | J E Lawrence | Quiz | \$50.00 | |
| 21/02/2025 | C R Ward | Quiz | \$20.00 | |
| | P C L & DM B | Quiz | \$30.00 | |
| | Transfer C Norton | Quiz | \$40.00 | |
| 24/02/2025 | Transfer Jimmy | Raffles | \$10.00 | |
| | Deposit | Donation | \$20.00 | |
| | O Grady & Liv | Quiz | \$120.00 | |
| | Deposit | Tickets | \$150.00 | |
| | Deposit | Raffles | \$724.50 | |
| | Tansfer to 01 account | | -\$3,000.00 | |
| 26/02/2025 | Mr G S Beach | Donation | \$40.00 | |
| 28/02/2025 | Credit interest | | \$2.11 | |
| | Withholding tax | | -\$0.95 | |
| | | | | |
| 28/02/2025 | Closing Balance | | \$1,067.57 | \$1,067.57 |
| | | | | |
| | ANZ Savings Account opening balance | | \$270.67 | |
| | | | | |
| 24/2/25 | Transferred from 00 account | | \$3,000.00 | |
| 28/2/25 | Credit Inetest Paid | | \$0.93 | |
| | Withholding Tax | | -\$0.42 | |
| | | | | |
| 10/3/25 | Closing Balance | | \$3,271.18 | \$3,271.18 |
| | | | | |
| | Cash on hand (Float) | | \$65.00 | \$65.00 |
| | | | | |
| | ANZ Term Deposit 25/20/2024 - 23/5/2025 | | \$10,000.00 | \$10,000.00 |
| | | | | |
| | Total Balance of all accounts and cash on hand | | | \$14,403.75 |
| | | | | |
| | | | | |
| | BBQ Total | \$258.13 | | |
| | Less Float | -\$65.00 | | |
| | Less expenses | -\$62.93 | | |
| | | | | |
| | Banked | \$130.20 | | |

Prices to install 4 cameras in patrol car as at 08/03/25

| | | |
|----------|--|-------|
| Recorder | | \$225 |
|----------|--|-------|

| | | |
|---------|--------|-------|
| Cameras | 4@\$30 | \$120 |
|---------|--------|-------|

| | | |
|--------|--------|------|
| Cables | 4@\$10 | \$40 |
|--------|--------|------|

| | | |
|------------|---------|-------|
| Hard drive | 4Tb SSD | \$390 |
|------------|---------|-------|

| | | |
|-------|--|-------|
| Total | | \$775 |
|-------|--|-------|



Rangiora CP <rangiora@cpnz.org>

Quote

1 message

Terence O'Grady - NACP2 <rcpcoordinator7400@gmail.com>

To: Rangiora CP <rangiora@cpnz.org.nz>

Prices are also +GST

Recorder

NZ\$130.43

Qty Wholesale: 2+ pieces, extra 1% off
Tax excluded, add it, checkout if applicable. Extra 5% off with coins

Digital Video Recorder Vehicle Safety AHD1080p H.264 SSD Mobile DVR 4CH MDVR 4G
WiFi GPS for Taxi Truck Bus Camera DVR

100%+ similar items sold (1)

Color Name: Basic Version



SD Card Memory: None

None

Sold by Shop Xintai Store(Trader) >

Ship to Warmakiri, Canterbury, New...

AllExpress commitment

Shipping: NZ\$61.22

Delivery: Mar 20 - 27

Fast delivery

> NZ\$130.43 (including GST) (12/20/2025)

> Return to previous page

> Related items (10 items displayed)

> Product requirements (10 items)

Return&refund policy

Security & Privacy Safe payments,Secure person...

Shop sustainably

Onsalethru



Cameras



SuperDeals

Ends 26 : 12 : 10 : 07

NZ\$222.84 ~~NZ\$486.60~~ 53% off

Tax excluded, add at checkout if applicable. Extra 1% off with coins

AHD Full HD Night Vision Rear View Backup Camera 1080P 720P Reversing Front Side For Truck Bus Heavy Vehicle RV Lorry Van Pickup

★★★★★ 3.7 10 Reviews | 123 sold

Color Name: Camera



Sold by **QXNY AUTO Store(Trader)** >

Ship to **Waimakariri, Canterbury, New...**

Choice **AliExpress commitment**

Free shipping >

Delivery: **Mar 20 - 25**

Fast delivery >

NZ\$2.00 coupon credit if delayed

Refund if package lost

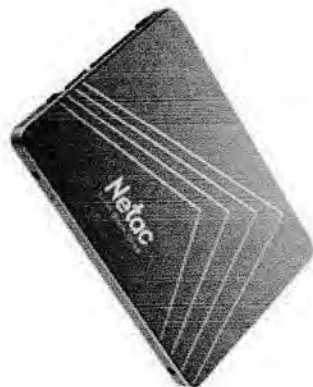
Refund if items damaged

Refund if no delivery in 30 days

☒ Return&refund policy >

Hard drive via wholesaler

X Netac N600S S... ☒ ☆



Name

Netac N600S SATA3 2.5" 3D NAND SSD
4TB 5Yr Wty

Dove Code

DX5065

Supplier Code

NT01N600S-004T-
S3X

Price

\$334.00 (excl. gst)

RRP

\$586.96 (excl. gst)

Stock AWC

4 1 2

Description

SATA 6Gb/sec, 4TB, 2.5" Internal Solid State
Drive, up to 545MB/s Read, up to 500MB/s
Write, 3D TLC NAND Flash, 54g 70 x100 x
7mm, Max 1120TBW



NZ\$8.82

NZ\$8.25 each, ± 10 pieces
Tax excluded, add at checkout if applicable. Extra 5% off with coins

5M/10M/15M/20M 4 pin aviation vehicle cctv camera waterproof extension cable 4-Pin
Aviation Video Cable backup camera wire

4.4 10 Reviews | 71 sold

Color Name: 5Meters

- 5Meters
- 10Meters
- 15Meters
- 20Meters

Sold by SAMFIWI Online Store(Trader) >

Ship to Waimakariri, Canterbury, New...

Choice AliExpress commitment

Free shipping over NZ\$16.00
Delivery: Mar 21 - 25

Fast delivery

- NZ\$5.00 coupon code if delay
- Refund if package lost
- Refund if items damaged
- Refund if no delivery in 60 days

Return&refund policy

Security & Privacy Safe payments Secure person...

Shop sustainably

Quantity

What happens now?

85

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: Big Brothers Big Sisters of North Canterbury

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Development Coordinator

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)

Funding will be used to purchase a new office computer for Jo Sim, Development Coordinator. The current desktop was refurbished and donated several years ago and is now outdated - running slowly, lacking a camera for virtual meetings, and unable to upgrade to Windows 11. After October, it will no longer be supported by Microsoft, creating security and functionality risks. A reliable computer is essential for this role, ensuring the sustainability of our youth mentoring programme.

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

Overall cost of project/event: \$1,748 Amount requested: \$1,000

How many people will directly benefit from this project? +240

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 8% Rangiora-Ashley 52% Woodend-Sefton 12% Kaiapoi-Tuahiwi 25%

Other (please specify): Hurunui 3%

A well-equipped Development Coordinator ensures the smooth operation of our youth mentoring programme by efficiently managing communications, marketing, financials and other essential behind-the-scenes tasks. This directly benefits participants by allowing our Mentoring Coordinators to focus on matching vulnerable children with safe, trusted adult mentors - fostering stable, positive relationships that are vital for their growth, development and overall well-being.

What is the benefit(s) to your organisation?

- Ensures efficient operations and improves productivity, allowing more focus on growing and strengthening the programme
- Reduces financial strain, as we rely entirely on community generosity to operate

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

Over 50% of our volunteer mentors and their mentees live in the Rangiora-Ashley area. By supporting our operations, this funding directly benefits local tamariki, their families and schools - helping provide them with strong mentoring relationships that foster connection, resilience and positive youth development. Investing in youth mentoring strengthens the entire community - see attached POEs for more positive outcomes.

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

If yes, name of parent group: Big Brothers Big Sisters of New Zealand

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

We are a stand-alone charitable trust, and affiliated to the National branch of Big Brothers Big Sisters and accountable to both the National and wider New Zealand community of branches.

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.

We hope to host our biennial community fundraising event, 'The BIG Breakfast', in a few months which could contribute to this cost.

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.

As the expense is greater than \$1,000, we will also apply to the Kaiapoi-Tuahiwi Community Board in the hope they may assist with the remaining balance of the computer.

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

If yes, please supply details:

If this application is declined, will this event/project still ⁸⁷occur? Yes ☒ No

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

Without funding, I (Jo) will continue working on an outdated desktop that slows down daily tasks, reducing efficiency in an already part-time role. A reliable computer is essential for keeping BBBS running smoothly, ensuring more time is spent supporting local youth rather than troubleshooting technology.

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: 12/03/2025



Big Brothers Big Sisters of North Canterbury
PO Box 780
Rangiora 7440

12 March 2025

Dear Rangiora-Ashley Community Board Members,

Please find enclosed a grant application from Big Brothers Big Sisters of North Canterbury for a new office computer - an essential tool for the smooth and efficient operation of our youth mentoring programme.

Big Brothers Big Sisters matches vulnerable children in our communities with safe, trusted adult role models. For one hour, once a week, 'Bigs' and 'Littles' spend time together, sharing hobbies and interests. These relationships foster confidence, resilience and connection - helping vulnerable young people reach their full potential. For some children, this mentoring relationship is their only opportunity for positive adult interaction outside of home or school.

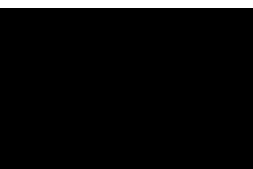
My role as Development Coordinator is crucial in keeping the organisation running, overseeing communications, marketing, financials and day-to-day operations. However, the current office computer is outdated, slow and unable to upgrade to Windows 11 later this year. With a part-time role, time efficiency is critical and reliable technology is essential to maintaining productivity and ensuring our continued support for local tamariki.

While most of our office equipment has been donated or sourced second-hand, investing in quality technology will allow us to operate effectively for years to come, without the ongoing challenges of outdated equipment. We have sought the advice of local IT Technician, Thomas Nankivell from Reality Control Computer Services, and his suggestions are included in the attached quote.

Over 50% of our programme's participants are from the Rangiora-Ashley area, making this support particularly impactful for the local community. By funding this request, the Rangiora-Ashley Community Board will directly contribute to the continued success of our youth mentoring programme, ensuring that tamariki in our region receive the guidance and encouragement they need to thrive.

We appreciate your time and consideration of our request. Please don't hesitate to reach out if you require any further information.

Ngā mihi



Development Coordinator

Big Brothers Big Sisters of North Canterbury | Tuakana Teina



2024 PROGRAMME EVALUATION



Big Brothers Big Sisters
of North Canterbury
Tuakana Teina

The Search Institute has developed a framework that outlines how developmental relationships can enhance youth outcomes. Our Programme Outcome Evaluation (POE), based on Lerner's 5 C's of Positive Youth Development, helps assess the immediate impacts of mentoring on young people. This survey gathers feedback from caregivers, whānau and mentors to measure the current benefits of mentoring. The statistics below, drawn from the 2024 POE data, clearly demonstrate the areas in which young people are currently benefiting. By focusing on the key elements of developmental relationships - such as EXPRESSING CARE, CHALLENGING GROWTH, PROVIDING SUPPORT, SHARING POWER, and EXPANDING POSSIBILITIES - we see strong evidence of positive improvements, providing a solid foundation for future outcomes.

Improvements in...



CONFIDENCE

- 92% have higher self-confidence
- 83% are more able to express their feelings
- 71% are more confident to make a good decision
- 64% have developed a hobby or interest

Self Confidence

92%



COMPETENCE

- 68% have improved academic performance
- 63% are positively participating more actively in classes
- 59% have a better attitude towards school and learning
- 53% are better prepared for school

School Performance

68%



CARING

- 77% are more trusting of adults
- 74% have better relationships with other adults
- 63% have improved relationships with caregivers and whānau
- 58% relate better with their peers

Shows Trust

77%



"We get to go places I haven't been before!"



"He's like my best friend. We do so much stuff together but I don't care what we do, I just like spending time with him."



"We go for hot chocolates and we go swimming. We once went to Animates and had a look at all the fish."



"We love baking, especially when I get to eat it afterwards!"



"We get to hang out a lot and do fun stuff. Everyone should have a mentor, if I didn't have one, I wouldn't have a best friend."



"I have learned so much from him. I have learned about building and working on motors, and so much about life, he's been such a great big brother to me, he's a really big part in my life and I love being with him."



Quotes from those who know us best!

FROM OUR TAMARIKI & RANGATAHI





"She brightens my day and I enjoy her company."



"The highlight of being a mentor is seeing her grow and flourish into a young woman who is confident and excited about her future."



"She has a cool sense of humour, and we laugh a lot. I also love the fact that as the trust has grown, she discusses more difficult topics with me."



"You don't have to organise fun-filled, expensive dates - the best dates are when we just hang out."



"Despite the negative experiences endured, he has shown resilience. He has trusted me as someone he can rely on and it is very rewarding to see him have the opportunity to grow."



"The support, guidance and training from Big Brothers Big Sisters has been essential in preparing me well for the mentorship role."



Quotes from those who know us best!

FROM OUR MENTORS





"My son's mentor is top dog in my books."



"They are great friends and he really respects his mentor and looks forward to the time they spend together."



"She is learning a lot from her Big Sister and she seems to really enjoy their time together."



"There has definitely been improvements in her confidence and her overall behaviour."



"He is doing things he wouldn't get to do normally at home, but they're things that will be good for him to know as he grows up. He's learning things his Dad would have taught him."



"She has changed drastically since being matched with her mentor, it's been a pivotal point in her life. I've never seen a child so eager to get to school on a Monday!"



Quotes from those who know us best!

FROM OUR CAREGIVERS & WHĀNAU



Performance Report
Entity Name
For the year ended

| |
|--|
| Big Brothers Big Sisters of North Canterbury |
| 30/06/2024 |

FINANCIAL INFORMATION
Statement of financial performance

| Revenue | Note | Current year \$ | Last year \$ |
|--|------|--------------------|-----------------|
| Donations, koha, bequests and other general fundraising activities | 1 | 25,551 | 53,475 |
| General grants | | 152,567 | 158,521 |
| Government service delivery grants/contracts | | - | 1,200 |
| Interest, dividends and other investment revenue | | 5,502 | 1,873 |
| Total revenue | | 183,620 | 215,069 |
| Expenses | | | |
| Expenses related to fundraising | 2 | 8,056 | 15,479 |
| Employee remuneration and other related expenses | | 136,574 | 115,792 |
| Volunteer related expenses | | 1,469 | 4,616 |
| Other expenses related to service delivery | | 19,491 | 19,488 |
| Other expenses | | 2,433 | 4,904 |
| Total expenses | | 168,023 | 160,279 |
| Surplus/(Deficit) for the year | | 15,597 | 54,790 |

This performance report has been approved by those charged with governance.

Date 05 September 2024 10:54 AM NZST
Signature
Name
Position

Date
Signature
Name
Position



Performance Report

Entity Name

Big Brothers Big Sisters of North Canterbury

For the year ended

30/06/2024

FINANCIAL INFORMATION

Statement of financial position

| | Note | Current year \$ | Last year \$ |
|---|------|--------------------|-----------------|
| Assets | | | |
| Current assets | | | |
| Cash and short-term deposits | 3 | 215,483 | 166,836 |
| Debtors and prepayments | | 5,771 | 1,495 |
| Total current assets | | 221,254 | 168,331 |
| Non-current assets | | | |
| Property, plant and equipment | 5 | 1,497 | 910 |
| Total non-current assets | | 1,497 | 910 |
| Total assets | | 222,751 | 169,241 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | | 2,595 | 2,104 |
| Employee costs payable | 4 | 7,984 | 9,194 |
| Deferred revenue | | 65,714 | 27,082 |
| Total current liabilities | | 76,293 | 38,380 |
| Non-current liabilities | | | |
| Loans | 4 | - | - |
| Other non-current liabilities | | - | - |
| Total non-current liabilities | | - | - |
| Total Liabilities | | 76,293 | 38,380 |
| Total assets less total liabilities (net assets) | | 146,458 | 130,861 |
| Accumulated Funds | | | |
| Capital contributed by owners or members | | - | - |
| Accumulated surpluses or (deficits) | 6 | 146,458 | 130,861 |
| Other reserves | | - | - |
| Total Accumulated Funds | | 146,458 | 130,861 |



Performance Report

Entity Name

Big Brothers Big Sisters of North Canterbury

For the year ended

30/06/2024

FINANCIAL INFORMATION

Statement of cash flows

| | Current year \$ | Last year \$ |
|--|--------------------|-----------------|
| Cash flows from operating activities | | |
| Operating receipts (money deposited into the bank account) | | |
| Donations, koha, bequests and other general fundraising activities | 25,551 | 53,475 |
| General grants | 191,199 | 175,232 |
| Government service delivery grants/contracts | - | 1,200 |
| Interest, dividends and other investment receipts | 5,502 | 1,873 |
| Total receipts | 222,252 | 231,780 |
| Less operating payments (money withdrawn from you bank account) | | |
| Payments related to public fundraising | 9,496 | 15,479 |
| Employee remuneration and other related payments | 137,784 | 119,997 |
| Volunteer related payments | 1,469 | 4,616 |
| Other payments related to service delivery | 21,788 | 32,883 |
| Other payments | 2,324 | 4,904 |
| Total payments | 172,861 | 177,879 |
| Net cash flows from operating activities | 49,391 | 53,901 |
| Cash flows from other activities | | |
| Cash was applied to: | | |
| Payments to acquire property, plant and equipment | 744 | - |
| Net cash flows from other activities | - 744 | - |
| Net increase/(decrease) in cash | 48,647 | 53,901 |
| Opening cash | 166,836 | 112,935 |
| Closing cash | 215,483 | 166,836 |



Profit and Loss

Big Brothers Big Sisters of North Canterbury Trust Board For the year ended 30 June 2025

2025

Trading Income

| | |
|--------------------------------------|-------------------|
| Aotearoa Gaming Trust | 25,000.00 |
| Christchurch Casino Charitable Trust | 1,000.00 |
| COGS | 5,714.40 |
| Donations Received | 7,600.34 |
| Fundraising Events Inc - All | 12,189.57 |
| Fundraising General | 1,288.70 |
| Kiwi Gaming Foundation | 10,000.00 |
| Lotteries Community | 40,000.00 |
| Mauger Charitable Foundation | 20,000.00 |
| Other Revenue | 7,178.70 |
| Rātā Foundation | 18,820.77 |
| Rotary Club of Rangiora | 3,000.00 |
| Waimakariri District Council | 5,560.00 |
| Total Trading Income | 157,352.48 |

Gross Profit

157,352.48

Other Income

| | |
|---------------------------|-----------------|
| Interest Income | 3,747.99 |
| Total Other Income | 3,747.99 |

Operating Expenses

| | |
|----------------------------------|-----------|
| Accounting & Auditing | 750.00 |
| Advertising | 1,612.31 |
| Bank Fees | 145.47 |
| Board Expenses | 434.96 |
| Conference Expenses | 219.19 |
| Fundraising Events Exp - All | 2,418.31 |
| Fundraising General Expenses | 100.41 |
| General Expenses | 502.13 |
| Insurance | 3,651.48 |
| KiwiSaver Employer Contributions | 2,402.87 |
| Match Events | 1,666.05 |
| Match Expenses | 1,290.49 |
| Office Expenses | 1,517.47 |
| Post Box | 243.48 |
| Printing & Stationery | 340.97 |
| Salaries | 92,048.56 |
| School Based Cupboard Resource | 158.83 |
| Staff Development & Expenses | 386.83 |
| Subscriptions | 893.54 |
| Supervision - External | 977.06 |

| | 2025 |
|-----------------------------|------------|
| Telephone & Internet | 1,547.14 |
| Travel - Reimbursement | 2,805.26 |
| Volunteer Expenses | 1,066.73 |
| Volunteer Training Expenses | 1,325.59 |
| Total Operating Expenses | 118,505.13 |
| Net Profit | 42,595.34 |

realitycontrol

computer services

Local Computer Repair - 0800 743 431

W: www.rccs.co.nz

A: 15 Marshall Street, Rangiora, 7400

LEGEND PC
www.legendpc.co.nz

NZ Online Computer Store - 03 379 1410

Web Legendz
www.weblegendz.co.nz

Web Design and SEO – 0800 743 431

Quote Big Bothers Big Sisters

11.03.2025

Quote Valid for 2 weeks.

Below is our recommendation for laptop option as discuss.



Acer Extensa EX215-55 15.6" FHD i5-1235u 16GB 256GB SSD W11Pro

Acer Extensa EX215-55, Intel Core i5-1235u 10C/12T up to 4.4GHz, 15.6-inch FHD Acer ComfyView LCD, HD Camera, 16GB DDR4 Memory (8GB+8GB), 256GB PCIe M.2 Solid State Drives, Wireless 802.11ax + BT, 3x USB 3.2 Gen1, 1x RJ-45, 1x 3.5mm headphone, 1 x HDMI 2.1, 40Wh LI-ion battery, 1.8Kg, Windows 11 Pro, 3year warranty. NC5419

Price \$1,258 including GST



AOC 24E3QAF 24" IPS 1920x1080 VGA HDMI DP Spkrs Height Adjust, Warranty: 5 Years

Price \$245 including GST



Logitech MK370 Wireless Keyboard and Mouse for Business, 2 Year Warranty

Price \$78 including GST



EVERKI Advance 16" Laptop Briefcase

Price \$39 Including GST

*By acceptance of our products and service you are deemed to have accepted our terms and conditions.
Please Refer to www.rccs.co.nz. Prices Include GST. Prices may vary without notice. Additional costs may occur during setup/install. All products are subject to availability. Payment required on delivery of product.*

realitycontrol
computer services

Local Computer Repair - 0800 743 431

W: www.rccs.co.nz

A: 15 Marshall Street, Rangiora, 7400

 **LEGEND PC**
www.legendpc.co.nz

NZ Online Computer Store - 03 379 1410

Web Legendz
www.weblegendz.co.nz

Web Design and SEO – 0800 743 431

Estimate 1hour support time to setup.

Estimated Cost: \$98 (Includes 30% non-profit discount) + \$30 Site Visit

Our machines come with the following from us:

Free 1 Year Managed Antivirus (Value \$70)

Free 1 Hour Remote support. (Value \$140)

Free prepare new machine and updated ready to run. (Value \$70)

Total Cost: \$1,748 including GST

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

| | Meeting considered | Group | Project | Accountability Received | Amount Requested | Amount Granted | Running Balance |
|--|--------------------|--|--|--|------------------|----------------|-----------------|
| Rangiora-Ashley Community Board 10.137.100.2410 | | | 2023/24 = \$10,100 + carry forwards \$8066 = Returned funds \$500 = | | | | \$ 18,726.00 |
| | 12-Jul | North Canterbury Athletics Club | Information Booklet Printing | | \$495 | \$495 | \$ 18,231.00 |
| | 12-Jul | North Canterbury Pony Club | Towards the cost of a new cross country course | 11.10.2023 | \$500 | \$1,000 | \$ 17,231.00 |
| | 9-Aug-23 | Coastguard North Canterbury | towards upgrading the swift water rescue vessel | | \$500 | \$500 | \$ 16,731.00 |
| | 9-Aug | The Hope Community Trust | towards a two day cooking class | 28-Sep-23 | \$323 | \$234 | \$ 16,497.00 |
| | 9-Aug | The Rangiora and Districts Early Records Society Inc | towards a replacement computer | 10-Apr-24 | \$1,800 | \$1,000 | \$ 15,497.00 |
| | 9-Aug | Big Brothers Big Sisters | towards office printer | 1.11.2023 | \$1,000 | \$1,000 | \$ 14,497.00 |
| | 9-Aug | North Canterbury Scouts Group | Cost of attending the 23rd New Zealand Jamboree | 22-Jul-24 | \$500 | \$500 | \$ 13,997.00 |
| | 13-Sep | North Canterbury Classics Leisure Marchers Inc | towards registration for attending the National Leisure Marching event | 2-Nov-23 | \$400 | \$400 | \$ 13,597.00 |
| | 13-Sep | Southbrook Cricket Club Inc | Towards purchasing 3 tablets | 5.02.2024 | \$500 | \$500 | \$ 13,097.00 |
| | 13-Sep | Waimakariri Access Group | Towards running an Inclusive Sports Event | 9-May-24 | \$750 | \$278.85 | \$ 12,818.15 |
| | 13-Sep | Rachel's House Trust | towards community music event | 22-Mar-24 | \$435 | \$435 | \$ 12,383.15 |
| | 13-Sep | Waimak Touch Incorporated | Gear bags,ball and cones | 12-Apr-24 | \$1,000 | \$1,000 | \$ 11,383.15 |
| | 11-Oct | Cust and Districts Historical Records Society Inc | Flag and Spike base | 7.11.2023 | \$500 | \$500 | \$ 10,883.15 |
| | 11-Oct | Tihiraki North Loburn School | towards the purchase of EPro8 equipment | 6-Dec-24 | \$910 | \$910 | \$ 9,973.15 |
| | 11-Oct | North Canterbury Swim Club | towards time ribbons | 7-May-24 | \$795 | \$795 | \$ 9,178.15 |
| | 13-Dec | Shiva Tara Aroha Sanctuary | towards the purchase of mealworms | Declined | \$745 | \$0 | \$ 9,178.15 |
| | 13-Dec | Sefton School | Towards replacment of pool cover | Declined | \$1,000 | \$0 | \$ 9,178.15 |
| | 13-Dec | Northern Phoenix paddling club | Go pro cameras for coaching tool | 29/02/2023 | \$ 1,666.75 | \$667 | \$8,511.15 |
| | 14-Feb | Muscular Dystrophy South Island | Towards hosting support group | 14-Jun-24 | \$700 | \$500 | \$ 8,011.15 |
| | 13-Mar | Okuku Pony Club | Towards the cost of St Johns Ambulance and prize ribbons | | \$1,000 | \$1,000 | \$ 7,011.15 |
| | 13-Mar | The Hope Community Trust | To purchase handheld two-way radios | 18-Jul-24 | \$183 | \$183 | \$ 6,828.15 |
| | 13-Mar | Waimakariri Public Arts Trust | Towards the cost of installing a public sculpture at | This will only be sent once the sculpture is installed | \$1,000 | \$1,000 | \$ 5,828.15 |
| | 10-Apr | Rangiora and Districts Early Records Society Inc | towards the cost of upgrading the lighting in it's Photographic Room | | \$1,200 | \$1,000 | \$ 4,828.15 |
| | 10-Apr | Rachels House Trust | Towards the cost of a presenters fee to the Brainwave Trust | Declined | \$685 | \$0 | \$ 4,828.15 |
| | 10-May | Rangiora Cricket Club | Towards new balls and equipment | 1-Jul-24 | \$1,000 | \$1,000 | \$ 3,828.15 |
| | 10-May | Rangiora Toastmasters Club | Towards hosting fortnightly meetings | | \$420 | \$420 | \$ 3,408.15 |
| | 12-Jun | Rangiora Community Patrol | Towards the cost of new Brake pads for the | 1-Jul-24 | \$603 | \$515 | \$ 3,256.95 |
| | 12-Jun | North Canterbury Classics Leisure Marchers Inc | towards registration for attending the National Leisure Marching event | | \$400 | \$400 | \$ 2,856.95 |

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

| | Meeting considered | Group | Project | Accountability Received | Amount Requested | Amount Granted | Running Balance |
|--|-----------------------|--|---|---|---------------------|-------------------|--------------------|
| Rangiora-Ashley Community Board 10.137.100.2410 | | | 2024/25 = \$ 14,200 | | | | \$ 14,200.00 |
| | 10-Jul | Waimakariri United Football Club | Towards Bibs for in-house teams | | \$920 | \$600 | \$13,600 |
| | 10-Jul | North Canterbury Federation of Women's Institute | Towards hosting a craft day | 26-Jul-24 | \$300 | \$110 | \$13,490 |
| | 10-Jul | Southbrook Netball Club | towards annual prize giving, storage and new netballs | Declined | \$1,000 | \$0 | \$13,490 |
| | 10-Jul | St Joseph's School Rangiora | towards hosting a cultural Festival | Declined | \$1,000 | \$0 | \$13,490 |
| | 10-Jul | The Salvation Army Just Brass Band | towards hosting free music lessons | | \$1,000 | \$500 | \$12,990 |
| | 14-Aug | Cust/West Eyreton Playcentre | towards maintaining the first aid kit | followed up for account details 22/1/2025 | \$410 | \$205 | \$12,785 |
| | 14-Aug | Oxford Community Trust | towards catering costs for Day Out event | Declined | \$750 | | \$12,785 |
| | 14-Aug | Saracens Rugby Club | Towards sending teams to the Global Games Festival | 10-Oct-24 | \$1,000 | \$250 | \$12,535 |
| | 11-Sept | North Loburn School | Towards bark for playground | Declined | \$1,652 | \$0 | \$12,535 |
| | 11-Sept | Southbrook school 150th Jubilee Committee | Towards the purchase of a bench | 28-Nov-24 | \$750 | \$750 | \$11,785 |
| | 11-Sept | North Canterbury Inclusive Sports Festival | Host the festival at Mainpower | | \$500 | \$250 | \$11,535 |
| | 13-Nov | North Loburn Home and School Committee | Towards seeds, compost | | \$1,000 | \$750 | \$10,785 |
| | 13-Nov | North Canterbury BMX Club Inc | Towards aspholding | 18-Dec-24 | \$1,000 | \$1,000 | \$9,785 |
| | 12-Mar | Rangiora Volunteer Fire Brigade | Towards gazebos | | \$1,000 | \$2,000 | \$7,785 |
| | 12-Mar | Rangiora Cricket Club | Towards new cricket balls | | \$1,000 | \$1,000 | \$6,785 |
| | 9-Apr | Rangiora Community Patrol | Dash cams | | \$775 | | |
| | 9-Apr | Big Brothers Big Sisters | New Office computer | | \$1,000 | | |
| | 14-May | Rangiora and Districts Early Records Society Inc | New printer | | \$1,000 | | |

GOVERNANCE

Rangiora-Ashley Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

What happens now?

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

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 250327052746

REPORT TO: Rangiora-Ashely Community Board

DATE OF MEETING: 9 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 Rangiora-Ashley Community Board (the Board) representation to attend the 2025 Anzac Day services around the Rangiora-Ashley Ward and for the representative(s) to lay wreaths on behalf of the community.

2 RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250327052746.
- (b) **Appoints** Board members, to attend the Dawn Parade to be held at 6am on Friday, 25 April 2025, at the Rangiora RSA.
- (c) **Appoints** Board members to attend the RSA Memorial Service to be held at 9.30am on Friday, 25 April 2025, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (d) **Appoints** Board members to attend the Cust Anzac Day service to be held at 10 am on Friday, 25 April 2025, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (e) **Appoints** Board members to attend the Fernside Anzac Day Service, to be held at 10am on Friday, 25 April 2025 at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Council representative.
- (f) **Appoints** Board members to attend the Rangiora Anzac Day Service to be held at 11am on Friday, 25 April 2025, at the Rangiora Cenotaph, and to lay a wreath.
- (g) **Appoints** Board members to attend the Striking of the Flag at 2pm on Friday, 25 April 2025, at the Loburn War Memorial.

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 Rangiora-Ashley 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

For the period 3 to 28 March 2025

| CHAIRPERSON'S DIARY | |
|---------------------------|--|
| <i>Date</i> | <i>Events attended</i> |
| Monday 3 March | Meeting with Mayor's Office |
| Thursday 6 March | Meeting regarding Queen Street, Rangiora |
| Monday 10 March | Meeting with staff in preparation for the Rangiora-Ashley Community Board meeting. |
| Wednesday 12 March | Rangiora-Ashley Community Board meeting |
| Thursday 13 March | Friendship Club |
| Saturday 15 March | Opening Harlow Lifestyle Village |
| Wednesday 26 March | Rangiora-Ashley Community Board Workshop on its 2025/26 Annual Plan submission. |
| Thursday 27 March | Meals on Wheels |
| | Meeting regarding the Loburn Quarry Hearing |
| Friday 28 March | South Island Agricultural Field Day at Kirwee. |

Jim Gerard
Chairperson
Rangiora-Ashley Community Board

RANGIORA-ASHLEY COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the period 5 to 20 March 2025*Member' Name: **Steve Wilkinson**

| MEMBER'S DIARY | | DISCUSSION POINTS |
|-----------------------|--|---|
| <i>Date</i> | <i>Events members have attended</i> | <i>Community Feedback/Issues Raised</i> |
| 5/3/2025 | Central Drainage Board meeting | |
| 6/3/2025 | Loburn memorial opening | |
| 20/3/2025 | Online Standard and Poors Global Ratings Webinar | Council S&P Rating dropped one notch along with 18 other Councils |
| | | |

OTHER: