

Waimakariri District Council

Community and Recreation Committee

Agenda

Tuesday 21 February 2023

3:30pm

Council Chambers
215 High Street
Rangiora

Members:

Cr Philip Redmond (Chairperson)

Cr Robbie Brine

Cr Brent Cairns

Cr Al Blackie

Cr Niki Mealings

Mayor Dan Gordon (ex officio)

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A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 21 FEBRUARY 2023 AT 3:30PM.

Recommendations in reports are not to be construed as Council policy until adopted by the Council

BUSINESS

Page No

1 APOLOGIES

2 CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Community and Recreation Committee held on 29 November 2022.

8 - 16

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 29 November 2022, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS

6 REPORTS

6.1 Two applications to the Biodiversity Contestable Fund – Kate Steel (Ecologist – Biodiversity)

17 - 141

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 230209017216.
- (b) **Notes** the amount available in the Biodiversity Contestable Fund totals \$49,623.

- (c) **Approves** a grant of \$5120.00 towards the work of the Foothills Hunters Conservation Group on the Mount Richardson trapping project.
- (d) **Approves** a grant of \$2171.30 towards a fence repair and weed control in Taylor's Bush (716 Woodside Road, Oxford).
- (e) **Notes** that successful applications will be subject to an accountability agreement between the applicant and Council.

6.2 **Placemaking Initiative – Vanessa Thompson (Senior Advisor Business and Centres)**

142 - 156

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 23010500065.
- (b) **Endorses** the project and the general approach toward low-fi placemaking initiatives implemented by Council staff to date, as listed in this report.
- (c) **Approves** the proposed \$2,000 budget from budget code 10.484.670.2465 (Economic Development) for the purchase of large outdoor games and/or other programming expenses linked to this project.

6.3 **Trustee Appointments – Waimakariri Public Arts Trust – Martin McGregor (Senior Advisor Community and Recreation)**

157 - 174

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** report No. 230209016863.
- (b) **Approves** the appointment of Judith Hoult, Margot Korhonen and Nicole Weber as Trustees for the Waimakariri Public Art Trust for a term of three years.
- (c) **Notes** that Judith Hoult and Nicole Weber are previous members of the trust board whose terms expired in September 2022, they have applied to be reappointed through the expressions of interest process to serve another term.
- (d) **Approves** the appointment of Win Stringer and Shelly Top as Charitable Trustees for a period of three years.
- (e) **Approves** the appointment of Areta Wilkinson as a Trust Board Advisor for a period of three years.
- (f) **Notes** by approving the appointment of the recommended trustees that the trust will then have the maximum number of trustees and charitable trustees allowed under the trust deed.
- (g) **Notes** the initial term of the original trustees was staggered to avoid all board positions falling vacant at the same time, the trust deed stipulates that the term for all subsequent trustees is three years.

- (h) **Notes** the trust has one elected member appointed to the Trust board, this is currently Councillor Al Blackie whose term expires in September 2023. At the expiration of this term, Councillor Blackie's appointment will need to be reviewed and rolled over, or another elected member appointed.

6.4 **Covid-19 Social Recovery – Key Projects Update – Tessa Sturley (Community Team Manager)**

175 - 213

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** report No. 230208016559.
- (b) **Notes** the evidence-based, collaborative approach applied to the facilitation of social recovery from COVID-19, giving effect to the social recovery aspects of Council's 2020 draft COVID- 19 Recovery Plan.
- (c) **Notes** a number of key projects including Food Security, the Kaiapoi Community Hub, Arts Strategy Development and the establishment of the 'Next Steps' website, including the acquisition of funding for its development, promotion and maintenance.
- (d) **Notes** that, with central government's significant financial contribution and the collaborative approach, sound governance and planning applied to date, key funders, including Rata Foundation and Department of Internal Affairs (DIA) have expressed significant interest in continuing to support the further development of these key projects.
- (e) **Notes** that Food Secure North Canterbury has been used by Ministry of Social Development as a 'best practice' exemplar for the creation of a food secure District.
- (f) **Notes** recent and unexpected opportunities to empower local residents, particularly the Mobile Hub and Mayor's Taskforce for Jobs initiatives.

6.5 **Aquatics February Update – Matthew Greenwood (Aquatics Manager)**

214 - 223

RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 230124008696.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial results, Water Quality and Customer Satisfaction.
- (c) **Approves** a limited six month trial of a discounted entry rate of \$3.20 for Preschool and Caregivers who hold a valid Community Service card.
- (d) **Supports** staff in further investigation of this initiative with the aim of informing Councils Long Term Plan.
- (e) **Notes** the impact of recent recruitment and staffing movements which have required a temporary period of shorter hours at the Kaiapoi Aquatic Centre.
- (f) **Notes** investigation of alternative treatment methods following national CO2 supply issues.

- (g) **Notes** the opportunity for staff to address Period Poverty through collaboration with the Councils Community team.
- (h) **Circulates** this report to the community boards for their information.

7 **CORRESPONDENCE**

Nil.

8 **PORTFOLIO UPDATES**

- 8.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.**
- 8.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.**
- 8.3 **Community Development and Wellbeing – Councillor Brent Cairns.**
- 8.4 **Waimakariri Arts and Culture – Councillor Al Blackie.**

9 **QUESTIONS**

10 **URGENT GENERAL BUSINESS**

11 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

RECOMMENDATION

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

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

Item N°	Report for Information:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
11.1	Report from Chris Brown (General Manager Community and Recreation)	Community Facilities North Woodend	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
11.1	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 29 NOVEMBER 2022 AT 3PM.

PRESENT

Councillor P Redmond (Chairperson), Mayor D Gordon, Councillors R Brine, B Cairns, A Blackie and N Mealings.

IN ATTENDANCE

Councillors N Atkinson, J Goldsworthy, T Fulton, J Ward and P Williams.

C Brown (General Manager - Community and Recreation), P Eskett (District Libraries Manager), M Greenwood (Aquatics Manager), G MacLeod (Greenspace Manager), T Sturley (Community Team Manager) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 DEPUTATIONS

3.1 Request for the removal of the memorial at Victoria Park, Rangiora

The resident elected not to attend the meeting to address the Committee.

3.2 Judith Roper-Lindsay – Waimakariri Biodiversity Trust

J Roper-Lindsay noted that the purpose of the deputation was to introduce the Waimakariri Biodiversity Trust (the trust) and highlighted the proposed activities and projects the trust intended to undertake during 2023.

In 2018 the Waimakariri Water Zone Committee recommended that there should be community support for biodiversity in the Waimakariri District. To achieve this, the Committee envisioned a trust overseeing any biodiversity activity within the district. Therefore, in 2021 the Waimakariri Biodiversity Trust was formed and registered as a charity, reflecting the need for community advice and resources regarding the protection and restoration of native biodiversity.

The trust consisted of six trustees and met for the first time in mid-2021. Its ambition was to identify vibrant, healthy, indigenous ecosystems and to encourage community engagement which could also increase community resilience. The trust's purpose was to provide the necessary information, education, and resources to assist the community in protecting, restoring, creating and sustainably managing indigenous biodiversity.

The trust had received \$20,000 from the Council for its establishment process and \$5,000 from the Environment Canterbury Zone Committee for a Visioning Workshop. The purpose of the Visioning Workshop was to identify suitable projects. Councillor Blackie facilitated the workshop, which included several ecologists and environmental staff from the Department of Conservation, the Council, Environment Canterbury (ECan), the QE2 National Trust, Waimakariri Irrigation Limited, and a few independent ecologists. The group looked at the gaps in providing information and assistance in biodiversity matters and how the trust could best fill those gaps. One of the advantages was the trust's independence and ability to coordinate and facilitate work between people, organisations, and groups.

The trustees met again with a professional facilitator and focussed on the number of projects they wanted to move forward. The trust had a range of ideas which needed developing in 2023, such as prioritising the human and financial resources required. The trust had contracted Andrew Thompson as a coordinator for its establishment phase. The trust planned to be a voice for native biodiversity in the district and to work in with the community, with ecological expertise and local knowledge and therefore partnered with the Council to host a series of public talks on various biodiversity topics, which proved to be very popular.

Councillor Williams asked how many people were involved in the trust. J Roper-Lindsay noted that they had six trustees and one coordinator. One of the tasks for the next few weeks was to assess the number of trustees required and source sponsors, supporters, and volunteers. Councillors Williams also enquired if the trust would need volunteers for planting. J Roper-Lindsay noted that could be one of the ways the trust could achieve its aims.

Councillor Cairns commented that he had attended most of the public talks in the Winter Series, which had been superb. He asked if J Roper-Lindsay was familiar with the Green Philanthropy Fund, which was looking to fund projects with a proven ecological impact and innovative ideas that could be game-changing for farms and individuals or organisations who needed ecological support.

4 REPORTS

4.1 Library Update to 17 November 2022 – P Eskett (District Libraries Manager)

P Eskett took the report as read and highlighted the Ako Collection, launched during Te Wiki o Te Reo Māori in September 2022 and was a new service for Waimakariri Libraries. The collection intended to extend whanau's use of Te Reo Māori in their homes. Each book was a language learning guide, and the libraries offered free photocopying within the legal parameters of the Copyright Act 1994, to allow continued learning after the books were returned. Eighty items were loaned in September, and 113 during October 2021.

P Eskett also provided a brief update on the Rangatahi engagement. In January 2022, the libraries diverted their security budget, with Council's approval, to a Rangatahi Engagement Coordinator based at the Kaiapoi Library. Since this initiative started, there had been no trespasses or a ban at the Kaiapoi Library. The Rangatahi Engagement Coordinator, R Morland, continued to build a warm, welcoming mana-enhancing culture with the Rangatahi. R Morland hosted staff workshops earlier in the year on engaging with Rangatahi, which supported their mana. There had been a noticeable improvement in staff confidence and a more relaxed environment throughout the seven-day service. The Community and Greenspace Teams partnered with Libraries on an initiative called Rangatahi Fridays, which would be held on the last three Fridays of January 2023. There would be a free barbeque and games from 11am to 2pm to create activities for the community's youth.

Councillor Redmond noted he was intrigued by the information on printing from devices software installed at the Libraries. He questioned how the Council charged for copying services. P Eskett explained that with the new system, assigned the income from copies a specific GL Code that enabled it to be reconciled with the costs of Aotearoa Peoples Network Kaharoa (APNK). Waimakariri Libraries were among the first to be invited to access this facility in New Zealand.

Councillor Williams acknowledged that the acquisition of the Ako Learning Packs had been funded from existing budgets, however questioned the cost of the bags. P Eskett advised that the twenty bags cost was just over \$1,500 and had been sourced locally. The artwork was done by the Council's Creative Admin Team in-house, so costs were kept very low. Councillor Williams questioned what the cost of the full service would be. P Eskett explained that it was announced in 2019 that Waimakariri Libraries would commit \$15,000 per year to Te Reo Māori resources. However, this commitment had been challenging to keep because the publishing sector seemed to have a gap in the quality and the range of resources for non-academic use needs.

Councillor Williams enquired if the Libraries were intending to make similar resources available for other cultures as well. P Eskett noted that There was a budget of \$10,000 allocated to a world languages collection which concentrated on seven world languages that were the most dominant outside English within the Waimakariri district, which included Tikanga, so the culture, as well as language, were emphasised. Te Reo Māori, as an official language of New Zealand, was the prototype for the Learning Packs and other languages could be added in future.

Councillor Cairns commented that he had attended several presentations by Library staff, which promoted the vision that libraries were more than just books. He loved the idea of the Libraries, Greenspace and Community Teams working together on projects such as the StoryWalks, which many families enjoyed. He questioned if the Libraries intended to make the StoryWalk panels a permanent display, noting that some were being vandalised and damaged. P Eskett replied that it was dependent on the available budget. The two events this year were prototype exercises. From a sustainability point of view, the Libraries would support the displays to be permanent.

Councillor Atkinson asked if New Zealand Sign Language would also be promoted and how much budget would be needed to include sign language in the World Languages Collection. P Eskett advised that the Libraries had staff with a basic knowledge of sign language, and pre-covid, they were exploring whether their existing professional development budget could be used to upskill staff in this area. They had also explored some virtual training during the lockdown, which was not taken to a proficiency level. In addition, all new services regarding collection diversification had come from within the existing budget.

Councillor Fulton noted that, in his experience, reading was an immersive process, and people tended to read in an environment they were most comfortable. Therefore, he asked what community outreach programmes the Libraries had initiated, such as visiting community halls and interacting with community groups, play centres and toy libraries which often funded their own activities. P Eskett explained that the Libraries received a significant amount of funding from New Zealand Libraries Partnership Programme in 2020 to strengthen library services, especially during covid. Waimakariri Libraries, therefore, had two staff members working outside the library by concentrating on community meetings, friendship groups, rest homes, Karanga mai.

Moved: Councillor Mealings

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 221117200310.
- (b) **Notes** the customer service improvements, Te Wiki o Te Reo Māori, events including Word Christchurch Festival that had contributed positively to community outcomes by Waimakariri Libraries from 9 September to 17 November 2022.
- (c) **Circulates** the report to all the Community Boards for their information.

CARRIED

Councillor Mealings thanked P Eskett for the comprehensive report. She appreciated the new Ako Collection, as she loved languages, cultures, and history. She had learned quite a few languages. However, she had not started learning Te Reo Māori until she was elected to Council. The reason was that there were few resources for non-academic purposes to assist people who wanted to learn the language. She, therefore, believed that the Ako Collection was an essential addition to Waimakariri Libraries. She was encouraged by the news that there had been no incidents at the Kaiapoi Library since they had diverted the security budget to a Rangatahi Engagement Coordinator.

Councillor Cairns commented that the libraries provided exceptional service in communities and was lifting the bar very high.

4.2 **Aquatics November Update – M Greenwood (Aquatics Manager)**

M Greenwood took the report as read, noting customer attendance continued to grow, returning to levels before covid. However, it still varied from the figures forecasted in the Council's 2021/31 Long Term Plan, which developed prior to covid. Staffing continued to be a challenge, and the Aquatic Team worked hard to identify, develop, and retain the talent within the Council. However, after speaking to other Councils and local employers, retaining staff seemed to continue to be difficult. In conclusion, M Greenwood noted that the summer pools were now open.

Councillor Ward enquired if there was sufficient budget for the upkeep and painting of the Dudley Aquatic Centre, including operating expenses. M Greenwood confirmed that there was adequate budget, however, it was difficult to schedule some of the work as it required the pools to be closed, which meant that swimming lessons could not be held.

Councillor Cairns noted he was mindful of the number of drownings in New Zealand, commenting that Christchurch City Council provided free entry to pre-schoolers at its Aquatic Centre to build their water confidence and, in time, take on swimming lessons. He enquired how it would affect the budget to provide the same level of service. M Greenwood noted that he was keen to investigate this initiative further and would report back to the Committee.

Moved: Councillor Cairns

Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 221107193267.
- (b) **Notes** Aquatic Facilities progress against key performance indicators, including Financial results, Water Quality and Customer Satisfaction.
- (c) **Notes** the successful progress in recruitment activities despite a turbulent market, ahead of the busy summer season.

- (d) **Notes** the preparations for the opening of summer pools was progressing as scheduled.
- (e) **Notes** the assessment of facilities, procedures, and staff ahead of next year's Poolsafe audit.
- (f) **Circulates** this report to all the Community Boards for their information.

CARRIED

Councillor Redmond thanked M Greenwood for the report. He hoped the customer attendance numbers would pick up over the summer months. He acknowledged the good work occurring in the aquatics area.

Councillor Brine expressed his concern about Aquatic Facilities struggling with retaining staff and not having sufficient staff to teach swimming lessons.

Councillors Atkinson noted that it was admirable for the Council to investigate initiatives such as free entry to pre-schoolers. However, the impact of these initiatives on the Council's budget and rates should also be considered.

4.3 Community Team Year in Review 2021/22 – T Sturley (Community Team Manager)

T Sturley took the report as read and highlighted the collaborative manner the Community Team tried to work, which attracted significant funding for community initiatives, particularly in the last twelve months. As a result, a broad range of high-impact initiatives was being developed across the district, such as food security and establishing a community hub in Kaiapoi. Creating a 'Next Steps' website would also enable people to directly link into support, assistance, and opportunities across the district.

T Sturley noted the development of the Council's Art Strategy, which would contribute to the Waimakariri District as a highly attractive and desirable place to live by empowering local artists. In addition, a series of capability-building workshops would be held to ensure that organisations and community groups were well-resourced to apply for funding, retain volunteers and operate sustainably.

Councillor Blackie enquired about the progress in drafting the Council's Arts Strategy. T Sturley explained that a reasonable number of responses from both practitioners and the public were received. It had been heartening to see a generous proportion of responses from local Iwi and Māori arts sectors, as it was essential to reflect the bicultural heritage of the district in the Arts Strategy. A forum was planned at the end of December 2022 involving those who responded to the public consultation.

Councillor Williams asked if the mobile community hub had arrived. T Sturley replied that it had not, however, the Council was working with a fit-out company which operated out of Ohoka. A steering group of local providers were currently working on the design that should fit comfortably within the Council's budget. The Hub was scheduled to arrive in February/March 2023 after the fit-out had been completed.

Moved: Councillor Blackie

Seconded: Mayor Gordon

THAT the Community and Recreation Committee:

- (a) **Receives** report No. 221117200298.
- (b) **Notes** the collaborative, community-led approach adopted by the Community Team as part of business as usual and Civil Defence response and social recovery.
- (c) **Notes** that, as detailed in the Community Team Year in Review Report 2021/2022, all population and performance measure targets for the Community Development Strategy 2015 -2025 had been met or exceeded.
- (d) **Notes** the pending review of the Community Development Strategy, due for completion in June 2023.

CARRIED

Mayor Gordon commended the excellent report. He acknowledged all the Community Team's work and the exciting opportunities they were constantly investigating. He was particularly excited about the possibility of the Mayor's 'Taskforce for Jobs'.

Mayor Gordon acknowledged the recently retired Chairperson of the Age-Friendly Advisory Group, J Gumbrell, and noted her significant contribution to the successful Age-Friendly Plan. He appreciated the considerable depth of experience she brought and her service to the community. Mayor Gordon wished the new Chairperson and Group well for the future.

Councillor Redmond acknowledged the outcomes that the Community Team achieved. He noted that the team had exceeded or met all their performance measures which were very pleasing.

5 CORRESPONDENCE

Nil.

6 PORTFOLIO UPDATES

6.1 Greenspace (Parks, Reserves and Sports Grounds) – Councillor AI Blackie.

- Fire on Te Kohaka O Tuhaitara Trust land – He did a tour with the trust's rangers, which could have been much worse. The large pine windbreak along the dunes remained, which was critical for dune restoration. On the first count, the trust had lost approximately 1,500 mature native trees. However, the fire had cleared a lot of gorse and broom. He chaired a restorative justice meeting with the perpetrator of the fire.
- Ashley Gorge Residents Advisory Group meeting – Had a walk around the area of the gorge.
- Mahinga Kai meeting to initiate stage two - Stage one was almost complete with the paths and planting. There were 4,000 trees planted. Stage two was more of the same to the east and south and included a cultural build going in towards the riverbed. A small ceremony would be held when the Te Kohaka O Tuhaitara Trust officially signed the lease.
- The Council Council's Regeneration Kaiapoi' Project won the Outstanding Project award at the Recreation Aotearoa Awards held in Nelson, where the General Manager - Community and Recreation, Chris Brown, presented the Council's Regeneration Plan as a recreation plan. He congratulated the Regeneration Team.

C Brown noted that the Council entered twenty large and excellent projects, which spanned a long time. He did a few twenty-minute presentations in which he identified all the projects, such as the Food Forest, the Motor Caravan Association and the Honda Forest. He also gave more detail about how the Council worked with the community, enabling them to again connect with the land.

Mayor Gordon acknowledged the considerable work done by the Council, noting that the Council could be particularly proud of the engagement led in partnership by Elected Members and staff.

Councillor Williams asked if the Council was insured against the damage done by the fire. Councillor C Brown explained that there was not much insurance on the dune protection trees, but the commercial forestry was insured. However, the forest had not been affected by the fire for the most part.

6.2 Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.

- There were 27,000 cases of Covid reported in the last week, which would impact the Council's services and facilities. There were currently staff shortages at the Council's Aquatic Centres.
- Southbrook Pavilion – Meetings had progressed, and the main focus was finding partners to build a new facility to replace the old one.
- Ravenswood and Pegasus Community Centres – Discussions were ongoing with staff and a presentation on this matter would be done at the next Community and Recreation Committee meeting.

6.3 Community Development and Wellbeing – Councillor Brent Cairns.

- Food Security within the North Canterbury Region - He attended a Food and Budget Forum where groups reported problems regarding food security. For instance, the Salvation Army had reported an 85% increase in food insecurity since July 2022. In addition, Vision West, a national housing provider in the Waimakariri, had seventeen houses in Beachgrove, Kaiapoi and five in Rangiora. They did a recent survey of their tenants and 80 to 85% reported food insecurity.
- St John had an unprecedented increase in callouts and had to explore different ideas on how to raise funding. Instead of going to schools requesting funding they were asking for towels. St John in Rangiora had almost maxed out their space and urgently needed a permanent base in Kaiapoi and a hub space in the Waimakariri.
- North Canterbury Neighbourhood Support was now working with the likes of the Pegasus Residents Group and other groups to make the community safer and more resilient.

6.4 Waimakariri Arts and Culture – Councillor Al Blackie.

- The Waimakariri Public Arts Trust projects were proceeding. In addition, the trust was in the process of appointing three new Trustees.

7 QUESTIONS

Nil.

8 URGENT GENERAL BUSINESS

Nil.

9 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved: Councillor Redmond

Seconded: Councillor Mealings

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

CARRIED

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

Item N°	Report for Information:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
9.0	Report from MTO	Report for information	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public were as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
9.1	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

CLOSED MEETING

The public excluded portion of the meeting commenced at 4:07pm and concluded at 4:22pm.

OPEN MEETING**Resolution to resume in open meeting**

Moved: Mayor Gordon

Seconded: Councillor Redmond

THAT open meeting resumes and the business discussed within the public excluded portion of the meeting remain public excluded.

CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4:22pm.

CONFIRMED

Chairperson

Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****230209017216**

FILE NO and TRIM NO: RES-35-01/230209017216

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 22/02/2023

AUTHOR(S): Kate Steel (Ecologist – Biodiversity)

SUBJECT: Two applications to the Biodiversity Contestable Fund

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


General Manager


Acting Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is for the Community and Recreation Committee to consider two applications to the Biodiversity Contestable Fund.
- 1.2. The Biodiversity Contestable Fund is provided for significant natural areas listed in the District Plan to support the and enhance the biodiversity value and ecosystem function of remaining areas of high value indigenous biodiversity.

Attachments:

- i. 221115198129 Biodiversity Contestable Fund Application Mount Richardson Trapping Project Elliot T
- ii. 230209017517 Foothills Hunter Conservation Group and Department of Conservation (DOC) Community Agreement for Mount Richardson Trapping Project
- iii. 230209017562 Audrey and Noel Miles Taylors Bush SNA 051 Application to the Biodiversity Contestable Fund
- iv. 150416061080 V056 Taylors Bush Woodside Road Hardcopy Information

2. RECOMMENDATION**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 230209017216.
- (b) **Notes** the amount available in the Biodiversity Contestable Fund totals \$49,623.
- (c) **Approves** a grant of \$5120.00 towards the work of the Foothills Hunters Conservation Group on the Mount Richardson trapping project.
- (d) **Approves** a grant of \$2171.30 towards a fence repair and weed control in Taylor's Bush (716 Woodside Road, Oxford).
- (e) **Notes** that successful applications will be subject to an accountability agreement between the applicant and Council.

3. BACKGROUND

- 3.1. The aim of the Biodiversity Contestable Fund is to support district biodiversity by providing financial assistance to owners of SNA sites listed in the Waimakariri District Plan who are undertaking work to protect these assets. Applications to this fund were formerly considered by the Land and Water Committee.

- 3.2. In December 2020 the Heritage, Biodiversity and Ecological Fund was approved to be split from 30th June 2021 into two separate heritage and biodiversity funds.
- 3.3. A total of \$12,204.62 has been allocated to biodiversity projects since 2020.
- 3.4. The Biodiversity Fund has a current balance of \$49,623 that has an annual budget of \$15,000 with an increase of \$10,000 each year after.
- 3.5. The Biodiversity Fund is now open as a continuous fund allocation, rather than the previous triannual *Contestable Fund* rounds.

4. **ISSUES AND OPTIONS**

- 4.1. The options available to the Committee are to either decline or approve funding of the application. If the Committee choose to decline the funding, staff will inform the applicant and close the application file. The Committee may also choose to provide part of the funding requested.
- 4.2. The first application is for an expansion of the Mount Richardson Trapping Project run by the Foothills Hunters Conservation Group (attachment i. 221115198129). The project received initial funding from the Department on Conservation (DOC) and Environment Canterbury and receives staff support from the Community Ranger at the DOC Rangiora Office.
- 4.3. The group currently run 55 DOC 200 and DOC 250 traps over 10km in the Mount Richardson Conservation area (SNA 084) targeting stoats, rats, possums, and hedgehogs. They are applying for funding for 5 additional DOC 200 traps, and 16 self-resetting traps which will enable the group to run additional traplines in less accessible parts of the conservation area. The group will provide an in-kind contribution by running all the traplines with volunteer labour. A community agreement between the Foothills Hunters Group and the Department of Conservation is attached (attachment ii. 230209017517)
- 4.4. The second application is for repair and upgrade of a damaged fence in Taylor's Bush (SNA 051) (attachment iii. . Taylor's Bush is a high value beech and podocarp remnant of 8.3 ha, at the base of the Oxford Foothills. Taylor's bush contains a number of threatened plant species and is protected under a QEII covenant. Ongoing advice and monitoring is provided by the QEII Regional Advisor.
- 4.5. The current fence was damaged by tree fall in high winds and is no longer effectively providing stock exclusion from the bush area. The landowner has also requested support with ongoing weed control (primarily gorse and broom which invade forest margins) following earlier investment in a substantive woody weed control programme including hawthorn and barberry. Background documentation of the values of the site and successfully completed projects is attached (attachment iv. 150416061080).
- 4.6. Staff within the Greenspace Unit have reviewed the application in accordance with the significance criteria of the District Plan; and the biodiversity values of the site.
- 4.7. Staff recommend funding the capital costs of both these projects with the applicants providing an in-kind contribution through labour. We have confidence these projects will be a success due to the involvement of DOC and QEII in design of the projects and regular monitoring.
- 4.8. The Committee has the option to seek further information in respect of aspects of the application relevant to decision making.
- 4.9. The applicants will be advised of the outcome of their application. If successful, the applicants will required to sign an accountability agreement outlining the expectations for completion of the funded works. Payment of the allocation is intended to be upon receipt

of an invoice for the completed work along with either photographs, or an inspection by the Ecologist – Biodiversity demonstrating that it has been completed.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.10. 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. Groups and Organisations

All owners of listed significant natural areas were sent letter notifying them of receipt of a rates grant in 2022. The letter also contained information about applying to the Biodiversity Contestable Fund. There are no specific groups that will be affected by the recommendations 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.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The Fund has accumulated a total of \$49,623. It is noted that if the applicant is successful, they will be required to sign an accountability agreement for allocation of the fund.

This budget is included in the Annual Plan/Long Term Plan. The allocation of the fund has been budgeted and is provided to protect and preserve amenity values, heritage resources and biodiversity outcomes.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report have positive impacts for sustainability and/or climate change impacts through the protection and enhancement of indigenous biodiversity.

6.3 Risk Management

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.3 Health and Safety

There are not 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

Allocations are made under the Local Government Act 2002.

7.3. Consistency with Community Outcomes

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

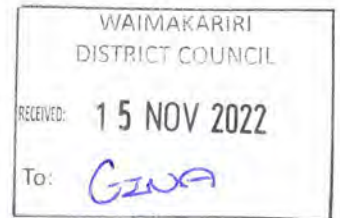
There are areas of significant indigenous vegetation and habitats for indigenous fauna

- Conservation and restoration of significant areas of vegetation and/or habitats is encouraged

7.4. Authorising Delegations

GREENSPACE

Biodiversity Contestable Fund Application Form



To provide financial assistance to owners of mapped Significant Natural Areas (SNA) listed in the Proposed District Plan.

Please read Information and Guidelines before completing this form.

Details of applicant

Name of applicant: Tom Elliott

Name of contact person for this application (if different to applicant): _____

Address of applicant: 115 Mooray Avenue Christchurch

Contact details

Mobile: 0273437088 Phone (home): _____

Phone (work): 03 3391169 Email: tom_elliott@hotmail.co.nz

Land details

Name and contact details of landowner (if different to applicant):

Department of Conservation, Rangiora Branch

Mobile: _____ Phone (home): _____

Phone (work): _____ Email: _____

Site Reference: _____ Size of vegetation site: _____

Have you received funding from the Contestable Fund in the past and if so what was it used for? Yes No

Summary of workAim of project (*brief*):

The Mt Richardson trapping project aims to improve the biodiversity of native flora and fauna through multiple types of predator control. This currently includes ~55 Doc 200s, 5x Doc 250s and 10 Goodnature A24 traps for stoats, rats and hedgehogs, and 12 Steve Allan (SA) traps for possums. This area was chosen due to its popularity with families with a picnic area, and walks to the waterfall and around the Glentui Loop track. It is also a popular tramping track up to the Summit of Mt Richardson, with a loop back to the carpark via the Blowhard and Bypass tracks. The Mt Thomas forest is under Recreational Hunting area status and therefore has limited predator control due to the non use of poison. Subsequently the bird life is often not observable and likely to further decline without intervention.

Date project to be started: June 21 Two independent quotes attached?

Expected duration and staging of project, including expected costs of each stage:

This project is an ongoing and it is hoped that it will continue indefinitely. It is hoped that it can link to other trap lines in the future to help protect our native flora and fauna in the area. The first stage included placement of the Doc 200/250s, SA traps and Good Nature traps with a grant secured from Ecan. Further Good Nature traps to complete the ridge they are currently located plus the ridge to the south will help to ensure the center of the Mt Richardson tracks have predator cover (see attached map). We also would like to monitor predator movements with tracking tunnels 3-4 times per year. The total cost to ensure ongoing baiting of current traps, new Goodnature traps and monitoring equipment is approximately \$5120 (see below).

If you are granted funds, how and when will they be spent?

Goodnature AT24 traps 16 x \$170 = \$2720, Goodnature lure and gas replacement 24 x \$40 = \$960
Ref: <https://goodnature.co.nz/products/trap-kit>

Connovation Poauku lure for Doc 200/250 - \$480, Connovation Erayz for Doc 200/25 - \$300 (for 2 years)
Tape - \$13, Monitoring Tracking Tunnels x 4/Ink Cards x 8/Wire stakes = \$76
Ref: <https://www.connovation.co.nz/collections/mustelids-lures>

Doc 200 traps with stainless mechanisms (spares) \$114 x 5 = \$570
<https://goodwood.nz/products/doc200-trap-box-single?variant=29262633107533>

Have you applied to any other fund for this project? (e.g. Environment Canterbury funding) Yes No

If so:

1. What fund? Ecan Biodiversity fund in 2020 to commence this project, no recent applications
2. How much was applied for? \$12000
3. How much has been granted? \$12000

Detailed description of project

23

Description

Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

After the initial grant from Ecan and a Community agreement with Doc Rangiora, 50 Doc 200 and 5 Doc 250 traps were placed around the Mt Richardson/Blowhard and Bypass track loop at spacings of ~200m. We were able to buy additional Goodnature and SA possum traps with leftover budget to help further enhance the pest control in the lower areas of the track. Choice of traps was discussed with Doc Rangiora and the NZ Conservation trust. This is approximately 10km of track trapped and therefore provides significant outer protection for predators in the area along predator highways of ridgelines. Further funding would allow further trapping with self resetting traps in the interior of the area which is off track and also maintain the current trapping program. We would also like to undertake monitoring to ensure reductions in predator numbers and improving bird counts.

Work to date

Describe any work that has been carried out to-date toward the project (eg restoration, fencing, pest control etc):

As above, traps were placed in starting in October 2021 after a community agreement was endorsed by Doc North Canterbury and expert assistance sought from the NZ Conservation trust. Traps have been hiked into the area and monitored at least monthly, replacing with fresh baits each time and ensuring traps are set. Over the winter months, the track can become extremely slippery and as predators are mostly static, in consultation with the NZ Conservation trust, traps were unset and then reset in Spring. So far approximately 30 pests including stoats, rats, possums and hedgehogs have been caught, please website for counts (<https://trap.nz/project/5058875/info>). There are currently about 10 people who assist in the management of this project.

Future management

Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

Additional Goodnature traps would provide predator control along ridges in the centre of the Mt Richardson area and possibly down in the river valley which pests can use as passageways. Additional funds would help in securing baits for all the traps to ensure fresh baits are regularly used to increase the chances of successful trapping. Possum traps have recently been moved when catch reduces to other areas to ensure they are best placed in areas of high possum numbers. There are also small pockets of matai and rimu stands of which possum traps have been placed in to preserve these areas. We record and review catch rates for Doc traps and as more data/catches arises, we will be able to move these traps to better areas and use bait that has been more successful.

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work? Yes No

Acknowledgement

I confirm that:

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign an accountability agreement.
2. The answers given on this form are true and correct.
3. The funds will be spent by the applicant in the manner declared in this application.
4. If the applicant is a group, I will be personally responsible for how the funds are spent.
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application.
6. I have read and agree with the 'Information Sheet for Biodiversity Contestable Fund Application'.

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

Signature: _____



Name (please print): Tom Elliott

Date: 3/11/22

Applications must be posted or delivered to:**The Waimakariri Biodiversity Contestable Fund**

215 High Street, Rangiora 7400

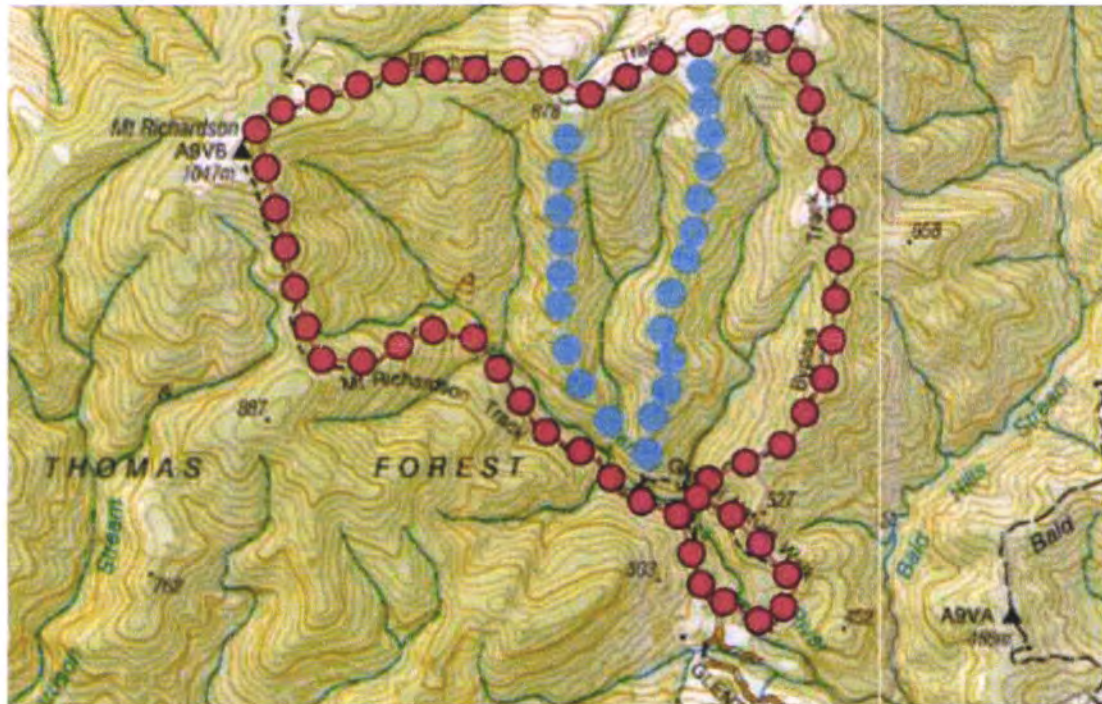
For more information

Phone 0800 965 468, or email office@wmk.govt.nz

Trapping Plan Mt Richardson Forest

Red dots are Doc 200/250 traps

Blue dots are Goodnature traps with 10 currently in operation up the ridge closest to the Bypass track



GREENSPACE

Information Sheet for Biodiversity Contestable Fund Application

WAIMAKARIRI DISTRICT COUNCIL	
RECEIVED:	15 NOV 2022
To:	

Information

The purpose of the fund is to make available financial assistance to owners of mapped Significant Natural Areas (SNA) listed in the Proposed District Plan to encourage and assist with work that benefits these sites.

A growing number of landowners are protecting and restoring indigenous vegetation sites on their private land, the Contestable Biodiversity Fund was established to encourage and assist private landowners to carry out work that benefits biodiversity.

The fund is a contestable fund which is assessed and approved throughout the year by the Council's District Planning and Regulation Committee. Council staff, with expert advice where necessary, will make recommendations to the Committee.

There is a variable amount available in this Fund, it will be distributed among the successful applicants. If there are no other applications or appropriate projects, the fund may not necessarily be distributed either in whole or in part.

Guidelines

Who can apply?

The Fund is open only to ratepayers of the Waimakariri District - individuals or groups - for work relating to either public or private land listed as a mapped SNA in the Proposed Waimakariri District Plan.

The Fund is not available:

- (i) For work that there is a legal obligation to do;
- (ii) To compensate for work already done. It is intended to assist with the cost of future work; and
- (iii) For beautification projects, or to support those driven primarily for financial gain.

How to apply

Applications will be accepted throughout the year and funding rounds will be advertised. Applications will be acknowledged upon receipt.

Return completed application form to:

The Waimakariri Contestable Biodiversity Fund, 215 High Street, Rangiora 7400

1. The application must be a signed original of this application form. Applicants are encouraged to attach any supporting documents, such as planting plans, diagrams, maps, and photos.
2. Applications without any supporting documents will still be considered, but applicants may be asked for more information.

Continued over page

3. Applications will be assessed throughout the year.²⁷
4. The recipient will be required to complete a signed accountability form when the funds have been spent, confirming that they have been spent in the way set out in the application.

Funding criteria

Applications will be assessed on merit based on criteria listed below:

1. The degree to which the work improves, protects, benefits, enhances, restores indigenous biodiversity.
2. Whether the applicant or project has been past recipient(s) of the Fund. Preference for funding will generally be given to those who have not received grants from this Fund in the past.

Terms and conditions

1. Grants will be allocated on a case by case basis.
2. Financial assistance will usually be no more than 50% of a project's total costs.
3. The applicants share of the costs can be by way of in kind contributions (e.g. labour), or cash.
4. Unless prior arrangement is made, grants must be spent within one year of the awarding of the grant.
5. Approval of funding may be subject to conditions.
6. All decisions will be final and no correspondence will be entered into.
7. The Council's District Planning and Regulation Committee may wish to visit sites prior to making a decision.
8. The fund recipients will be required to either make progress reports, or a final report on the project after the grant monies have been spent.

PLEASE NOTE:

The Council hereby undertakes to all applicants that information concerning private property supplied in this application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application or if considered appropriate, for publicity purposes. However, once an application has been received, the information contained within it becomes public information, accessible by members of the public when requested. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.



Department of Conservation
Te Papa Atawhai

COMMUNITY AGREEMENT

(pursuant to section 53(2)(i) Conservation Act 1987)

AGREEMENT NAME:

This Agreement is made this 8th day of October 2021

PARTIES:

1. Foothill Hunters Conservation Group (FHCG)
2. DIRECTOR-GENERAL OF CONSERVATION ('DOC')

PREAMBLE

- A. The Department of Conservation Te Papa Atawhai ('the Department') is responsible for managing and promoting conservation of the natural and historic heritage of New Zealand on behalf of, and for the benefit of, present and future New Zealanders. It also has a responsibility under section 4 of the Conservation Act 1987 to interpret and administer the conservation legislation to give effect to the principles of the Treaty of Waitangi to the extent that it applies to this conservation activity.
- B. To perform its functions, the Department wants to work with others, recognising that New Zealanders want to connect with, and contribute their expertise to restore and protect their unique natural environment, historic and cultural heritage.
- C. The Foothill Hunters Conservation Group (FHCG) wish to positively contribute to the natural environment by eradicating predators in the Mt Thomas Forest, providing a healthy ecosystem for birds, invertebrates, lizards and native flora. Targeted pests will be mustelids, rats and feral cats, with possums and wasps targeted in the future. This program will complement other trapping programmes in the area and in future link up to other groups to increase trapping coverage.
- D. The parties are entering this Agreement in a spirit of collaboration to make a difference for conservation. Under section 53(2)(i) of the Conservation Act 1987, DOC has the power to enter into agreements with individuals/groups/organisations.

Group/Organisation's initials		DOC's initials	
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FHCG Community Agreement Doc 6784534

THE PARTIES AGREE to work together as follows.

Schedule 1

SPECIFICS OF AGREEMENT

Section A: What does the Organisation aim to achieve?

To enhance conservation and biodiversity in the Mt Thomas Conservation area

Section B: Where is the Organisation undertaking the Activity?

Name and Location: Glentui - Mt Ricardson Mt Thomas Forest

Land status: Public Conservation Land

Area: Trapping area 630 ha within Mt Thomas Conservation Area of 10800ha

Legal description: Mt Thomas Conservation Area

Map reference: E1538364 N5218471

Section C: How long is this Agreement for?

5 years 0 months

This Agreement starts on: 8 October 2021



and ends on: 8 October 2026

Right of renewal (subject to fully complying with this Agreement): Yes

Final end date: 8 October 2031

Section D: Are there any special conditions about how/where the Organisation does these activities?

Conditions for this Agreement are in Schedule 3 (including any specific health and safety matters).

Group/Organisation's initials		DOC's initials	
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Section E: The Activity

E.1 The Activity of the Organisation is:

- Predator and pest control including mustelids, possums, rats, feral cats, and wasps in the Mt Thomas Forest Area as shown on the attached map.
- Potential for future expansion of management and restoration in the area.
- Maintenance, monitoring and data collection associated with the above work, including, but not limited to, the use of tracking tunnels, chew cards and trail cameras.
- Work with the other restoration groups in the area to improve results and efficiencies.

E.2 DOC's contribution to the Activity is:

- Work with FHCG to form a shared set of goals and facilitate annual meetings to track actions against these.
- Brief FHCG on relevant DOC standard operating procedures (SOPs) and standards to support FHCG's health and safety plan.
- Review FHCG safety plan and advise of any changes required to meet DOC's SOPs and standards.
- Provide technical advice to the FHCG to achieve the scope of the work detailed in this agreement.
- Work with FHCG to tell the story of the activity through the DOC website, joint projects and other opportunities as they may arise.
- Provide advice to FHCG and enable volunteers to contribute to conservation activities on the site, led by FHCG. This includes providing technical support with predator catch recording.
- Provide operational and logistical support, including transport, if requested, at the discretion of the Director-General.



Section F

Consultation with whānau, hapū and iwi about the Activity:

F.1 FHCG is mindful that whānau, hapū and iwi have a role as kaitiaki of natural and cultural resources on public conservation land and waters.

F.2(a) DOC will consult with whānau, hapū and iwi and/or the relevant post Treaty settlement governance entity where applicable.

F.2(b) DOC will provide advice and support to the FHCG to consult with whānau, hapū and iwi as appropriate.

Group/Organisation's initials		DOC's initials	
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FHCG Community Agreement Doc 6784534

F.3 DOC will advise FHCG if any specific provision under a Treaty of Waitangi Partnership or Accord applies or if there are Treaty settlement obligations under a Deed of Settlement or Deed of Recognition with implications for the Activity.

Section G: What procedures, guides and standards apply to the Activity?

G.1 FHCG must follow DOC's Standard Operating Procedures, guidelines or standards communicated to it by the Director-General or must follow its own operating procedures that have been accepted by DOC.

G.2 (a) DOC will provide to, and discuss with, the FHCG, the relevant sections of DOC's Standard Operating Procedures (SOPs), guidelines and standards that apply to the conduct of the Activity.

G.2(b) DOC will inform FHCG of any new and updated SOP, guideline and standard during the term of this Agreement, and advise FHCG if it will need to continue to follow the earlier version or change to the new version.

The relevant documents are included in Appendix 1

Section H: Health and Safety

H.1 The Director-General and FHCG are committed to working together to ensure, so far as reasonably practicable, that safety hazards and risks related to the activity are identified, assessed and managed.

H2 (a) FHCG has agreed to comply with the Director-General's safety requirements to provide, as far as reasonably practicable, a safe working environment for its members and other participants while carrying out the activity.

H2(3) FHCG must notify the Director-General of any adverse natural events, hazard's or activities on the siter or surrounding area of which it becomes aware during the term of this Agreement which may affect FHCG activities or public safety on the site.

H2(3) DOC will specify in the Special Conditions in Schedule 3 any:



- (i) place within the Site that is not covered by this Agreement.
- (ii) equipment or tools that must not be used except with DOC's prior written agreement.

Section I: What happens if the Organisation causes damage?

I.1 Where FHCG can be covered by DOC's General Liability Policy for third-party personal injury and property damage the Organisation agrees to accept that cover and abide by the conditions outlined in this Agreement.

I.2 Where it cannot be covered under DOC's General Liability Policy, FHCG has agreed to take out at its own expense one or more insurance policies to cover all of the Activity.

I.3 Where I.2 applies, the following type and amounts of insurance cover are in place:

Group/Organisation's initials		DOC's initials	
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Details of all policies: - N/A

Section J: Staying in touch with each other

J.1 DOC and FHCG will meet yearly to review progress with achieving the aims outlined in section A, or work plan if appropriate.

J.2(a) DOC and FHCG have appointed the following persons to communicate on their behalf on all matters relating to this Agreement:

For FHCG:

Name: Tom Elliott

Position: Co-ordinator, Foothill Hunters Conservation Group

Phone contact: 027 3437088

Postal Address: 115 Mooray Avenue, Bishopdale, Christchurch

Email: tom_elliott@hotmail.co.nz

For DOC:

Name: Kingsley Timpson

Position: Operations Manager North Canterbury

Phone contact: DDI 64 3 313 0821 M 64 27 222 5549

Postal Address: 32 River Road Rangiora 7400



Email: ktimpson@doc.govt.nz

J.2(b) If the appointed representative for either party changes, the affected party will notify the other party of the change as soon as practicable.

J.3(a) In each year during the term of the Agreement, the FHCG will keep a record of the number of volunteers and workday equivalents (8 hours including travel) involved in undertaking the Activity and will share the data collected with DOC.


J.3(b) The FHCG will also provide the following information requested by DOC:
Trapping/monitoring data

J.3(c) DOC will use the information supplied under this provision by the FHCG in a report to Government on voluntary contributions to conservation.

Group/Organisation's initials		DOC's initials	
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ORGANISATION

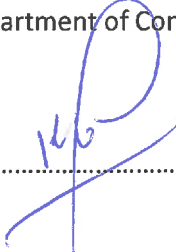
SIGNED for and on behalf of FHCG
by Tom Elliott



Date:
Address: 115 Mooray Av, Bishopdale, Christchurch
Phone number: 027 3437088
Email: tom_elliott@hotmail.co.nz

DIRECTOR-GENERAL OF CONSERVATION

SIGNED by Kingsley Timpson
Operations Manager pursuant to an Instrument
of Delegation dated 9 September 2015 from
the Department of Conservation:



Date: 8 October 2021
Address: DOC North Canterbury Office, 32 River
Road, Rangiora
Phone number: DDI 64 3 313 0821
Email: ktimpson@doc.govt.nz



Note:

- A copy of the Instrument of Delegation may be inspected at DOC's office at 18-32 Manners Street, Wellington 6011

Schedule 2

STANDARD TERMS AND CONDITIONS**1 What activity has been authorised?**

- 1.1 The FHCG is authorised to carry out the Activity (described in **Section E of Schedule 1**) in accordance with this Agreement, subject to any consents that may be required to undertake the Activity.
- 1.2 The FHCG will:
- (a) exercise reasonable skill, care and diligence in carrying out the Activity;
 - (b) take responsibility for the actions and omissions of its workers (including volunteers and contractors) and others who carry out the Activity under its direction and control;
 - (c) not commence the Activity until the Agreement has been signed by both parties and the safety plan has been reviewed and accepted by DOC in accordance with clause 6.6 of this Schedule.

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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2 Renewals

- 2.2 If **Section C of Schedule 1** provides for a right of renewal and if the FHCG has, in the opinion of DOC, complied with all the terms and conditions of this Agreement. DOC will offer the FHCG a renewal of this Agreement on the same terms or on any amended terms agreed between the parties (but excluding the right of renewal) for a further period agreed between the parties. DOC will provide three (3) months' written notice to the Organisation of the offer.
- 2.3 The FHCG may accept the offer of renewal in writing to DOC before the Agreement ends. In that case, the Agreement will be renewed and will then end on or before the Final End Date set out in **Section C of Schedule 1**.

3 What if things change?



- 3.1 The FHCG must not transfer this Agreement to another party or allow another party to carry out the Activity without the prior written consent of DOC. DOC may choose to decline consent under this clause or grant consent subject to conditions.
- 3.2 Any change to the Activity or to the boundary of the Site will be subject to a prior Variation of Agreement at DOC's reasonable discretion.

4 What about protecting the environment?

- 4.1 The FHCG must take every care to avoid damaging indigenous flora and fauna or the habitat of indigenous fauna when carrying out the Activity.
- 4.2 The FHCG must take every care not to transfer unwanted organisms such as weed seeds, pathogens or pests, such as Argentine ants and plague skinks (as listed under the Biosecurity Act 1993), when carrying out the Activity.
- 4.3 Except where permitted by this Agreement, the FHCG must ensure it does not:
- (a) cut down vegetation; or
 - (b) damage any natural feature or historic resource on the land; or
 - (c) light any fire on the Site;
- without DOC's prior written approval.

5 What about obligations and breaches of the Agreement?



- 5.1 In conducting the Activity the FHCG must comply with all statutes, regulations, by-laws or other enactments, or any Conservation Management Strategy or Plan affecting or relating to the Site and facilities or affecting or relating to the Activity as well as the procedures, guidelines and standards set out in **Section G of Schedule 1** and all other reasonable notices and directions of DOC. DOC may in his/her discretion appoint a person to monitor and review compliance of these requirements.
- 5.2 A breach by the FHCG of any provision referred to in clause 5.1 of this Schedule is deemed to be a breach of this Agreement.

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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- 5.3 If the FHCG breaches clause 5.1 of this Schedule, in any way that is not insignificant in DOC's view, DOC will give notice to the FHCG of the breach and provide a reasonable opportunity for the Organisation to remedy it.
- 5.4 If there is no proof of the FHCG working to remedy the breach DOC may choose to fix the breach after giving notice to the FHCG.
- 5.5 DOC will advise the FHCG of what DOC's reasonable cost to fix the breach is and the FHCG must pay that sum to DOC unless the FHCG can show to DOC's satisfaction that there are special circumstances as to why DOC should either waive or reduce that sum.

6 How will the Organisation address Health and Safety?

- 6.1 The FHCG must carry out the Activity in a safe and reliable manner to provide and maintain, as far as is reasonably practicable, a safe working environment for its members and other persons (including any employees, volunteers and contractors) while carrying out the Activity.
- 6.2 DOC and the FHCG are committed to working together to ensure, so far as reasonably practicable, that safety hazards and risks related to the Activity are identified, assessed and managed.
- 6.3 Each party must notify the other of any adverse natural event, hazard or activity on the Site or the surrounding area of which it becomes aware during the term of this Agreement which may affect the FHCG's activities or public safety on the Site.
- 6.4 The FHCG must appoint a spokesperson or persons with whom DOC will communicate on all health and safety matters relating to the Activity.
- 6.5 The FHCG must:
- (a) ensure that its members (and any contractors), agents, and invitees are competent and physically able to carry out the work and receive appropriate training before carrying out the Activity.
 - (b) ensure that all contracts between the FHCG and any contractor contains, at a minimum, the same requirements as clauses 5.1 and 6.6 of this Schedule.
 - (c) unless otherwise agreed, take on-site responsibility for the safety of members and the public while carrying out the Activity.
- 6.6 The FHCG must:
- (a) prepare, and provide to DOC, a safety plan which meets the Department's requirements relating to the Activity.
 - (b) not start the Activity until DOC has reviewed and accepted the safety plan.
 - (c) schedule an annual review of its safety plan, and if it makes any amendments ensure these are reviewed and accepted by DOC. This review is in addition to any review that DOC requires under clause 6.8 of this Schedule.
- 6.7 DOC will:
- (a) check and provide advice to help the FHCG complete or improve its safety plan;
 - (b) support the FHCG to be able to identify and manage risks associated with the Activity where the Activity is on public conservation land.

<i>Group/Organisation's initials</i> 		<i>DOC's initials</i> 	
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- 6.8 If, either in the opinion of DOC, or if the FHCG notifies DOC of a safety incident or risk on the Site, circumstances warrant a review of the safety plan, the FHCG must review the safety plan and, DOC must, where appropriate, review and decide whether to accept it.
- 6.9 The FHCG must record and report to DOC any significant event, such as a death or an injury which requires immediate hospitalisation, any near misses with the potential for a fatality or serious injury, within 24 hours of its occurrence and within 3 days for a less serious incident.

7 What if the FHCG causes damage?

- 7.1 DOC's General Liability Insurance Policy covers the FHCG for third-party personal injury and property damage associated with all or part of the Activity it carries out on the Site if:

(a) The FHCG has a safety plan in place for the Activity accepted by DOC in accordance with clause 6.6 of this Schedule and the FHCG, its contractors, clients and invitees, comply with DOC's Standard Operating Procedures and guidelines and standards listed in **Section G of Schedule 1** and the safety plan accepted by DOC when carrying out the Activity.

OR

(b) The FHCG, its contractors, clients and invitees follow their own operating procedures and safety plan accepted by DOC.

- 7.2 Where the FHCG has its own insurance cover: Nil

8 When can the Agreement be suspended?

- 8.1 DOC may suspend this Agreement in whole or in part where:

(a) in DOC's opinion, there is a temporary risk to public safety or to any natural or historic resource, however arising; or

(b) there has been a serious breach of the terms of this Agreement.

- 8.2 DOC may lift any suspension under clause 8.1 of this Schedule, in any of the following circumstances, when DOC decides (a) any risk to public safety or natural and historic resources caused by:

(a) a natural event or activity has been remedied or mitigated;



(b) any activity of the FHCG has been eliminated, remedied or mitigated by the FHCG;

(c) the FHCG has rectified, remedied or mitigated any serious breach of this Agreement to DOC's satisfaction.

9 When can the Agreement be ended?

- 9.1 The FHCG may surrender this Agreement, either in whole or in part, with 14 days' written notice to DOC subject to any conditions DOC considers reasonable and appropriate.

- 9.2 DOC may end this Agreement either in whole or in part by 14 days' written notice to the FHCG or such sooner period as appears necessary and reasonable to DOC where:

Group/Organisation's initials		DOC's initials	
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- (a) the FHCG breaches any term of this Agreement that, in DOC's opinion, is capable of being rectified; and DOC has notified the FHCG of the breach; and the Organisation does not rectify the breach within 14 days of receiving notification, or such other time as specified by DOC; or
- (b) the FHCG breaches any terms of this Agreement and in the opinion of DOC the breach is not capable of being rectified; or
- (c) the FHCG ceases to conduct the Activity, or conducts it in a manner unacceptable to DOC; or
- (d) where the FHCG is convicted of an offence under legislation affecting or relating to the Site or Activity.

9.3 DOC may end this Agreement immediately without notice where:

- (a) any of the events leading to a suspension of the Agreement under clause 8 of this Schedule cannot be remedied to DOC's satisfaction; or
- (b) there is, in DOC's opinion, a permanent risk to public safety or to the natural and historic resources of the Site.

9.4 Notwithstanding any ending of this Agreement, any party who breaches the Agreement remains liable for the breach.

10 What if the parties have a dispute?

10.1 The parties will try to settle any dispute arising from this Agreement by full and frank discussion and negotiation or, if necessary, any other informal means for resolving it without harming any other rights they may have.

11 What is the relationship of the parties?

11.1 The parties agree to work together and, subject to the terms of this Agreement, to co-operate with each other in the carrying out of the Activity on the Site.

11.2 Nothing expressed or implied in this Agreement is to be construed as:

- (a) Constituting the parties as partners (in terms of the Partnership Act 1908), joint venture or agency.
- (b) Giving the FHCG any right of exclusive occupation or use of the Site.
- (c) Granting any ownership or interest in the Site to the FHCG
- (d) Affecting the rights of DOC and the public to have access across the Site.

12 Power, Rights and Authorities

All powers, rights and authorities of DOC under this Agreement and any notice required to be given by DOC may be exercised and given by DOC or any officer, employee or agent of DOC.

13. The Law

13.1 This Agreement is governed by, and to be interpreted in accordance with, the laws of New Zealand.

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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Schedule 3

SPECIAL CONDITIONS

Annual Work Plan



- At the annual meeting of FHCG and the Director-General, an annual work plan will be agreed upon, which will direct the work to be undertaken in the following 12 months. The Annual Work Plan will cover the scope of work proposed for the year, work responsibilities, funding and start completion dates.

Media

- FHCG will seek prior approval from DOC before
 - Making any statement publicising the activity.
 - Making any statement regarding its relationship with DOC including images relating to DOC; and
 - Using DOC logos or brands

Trapping

- Traps do not currently require mitigation for kea, weka or kiwi species, but may be required if the situation changes.
- Use DOC approved trap types only: DOC 200, DOC 250, Goodnature A24, Steve Allan SA2 Kat trap, Timms, Sentinel and Trapinator traps. If other trap types wish to be considered, contact the DOC office for approval and performance standards. **Performance standards for these traps are detailed in Appendix 3.**
- Traps to be placed away from tracks so as not to impede other walkers or track maintenance work and at least 50m away from any hut or campsite.
- Dispose of carcasses and bait away from any tracks and public amenity.
- Any injured or killed non-target species will be recorded and reported to DOC. Injured species will be cared for and transported for DOC for assessment. Dead native species (if relatively intact) should be taken to the local DOC office for autopsy (if relevant) and for cultural use.
- FHCG do not intend to use live capture traps for feral cats. If the group wishes to use these in the future and dispatch captured using firearms this will need to be undertaken by an approved operator through the DOC firearm competency assessment.
- When marking trap lines, orange track markers are prohibited, use subtle markers that cannot be confused with recreation track markers and tape.

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8. When working around this site record any kea sightings or calls in the kea database
<https://keadatabase.nz/birds>

Toxins

1. Vespex (for wasp control) can be undertaken on trap lines for safety reasons. Operations must be undertaken by an approved user, follow best practice for monitoring, signage, transport, PPE, deployment according to manufacturer's label). DOC office must be consulted when planning to undertake control and provide map of locations of bait stations
2. Any toxin use will require sperate DOC permissions for use of toxins and relevant SOPs and DOC performance standards followed.

Appendices

1. Operation Plan
2. Health and Safety Plan
3. Trapping performance standards and specifications
 - a. DOC 200 – rats, stoats, and hedgehogs
 - b. DOC 250 – ferrets
 - c. Steve Allan 2 Kat trap – feral cats and possums
 - d. Goodnature A24 – stoats and rats
4. Wasp control – Vespex performance standards

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Appendix 1: Foothill Hunters Conservation Group Operation Plan

North Canterbury Trapping Network

Operation Plan for Foothill Hunters Conservation Group

Key contacts

Tom Elliott

Address: 115 Mooray Ave Bishopdale

E-mail: tom_elliott@hotmail.co.nz

Phone: 0273437088

Ben Alai

Address: 17 Marlin Place, Christchurch

Email: ben.alai20@gmail.com

Phone: 021735623

Conservation outcome

The Mt Thomas Forest is a large forest with a Recreational Hunting Area status close to Christchurch. With no current pest control operations or aerial poisoning, the native fauna is struggling to thrive and pests are often encountered on the tracks. The Mt Richardson Track and Glentui Picnic area, part of the Mt Thomas Forest, is popular with hikers and families who partake in day walks to appreciate and enjoy the natural environment. To reduce predator numbers will enable improvement in natural biodiversity and the native birds such as pīwakawaka, bellbird, robin, and tomtit a higher chance of survival, contributing to the Predator Free 2050 goal.

Initially this trapping project aims to trap on the Mt Richardson, Bypass and Blowhard tracks, however in the future hopes to link up with the Ashley Gorge Conservation Group's trapping programme and extend toward the Mt Thomas Tracks.

Scope

Pests targeted are mustelids, rats, feral cats and possums.

Wasp control undertaken once a year.



Game animals, such as deer, wild pigs and goats, are not included.

Species to protect include robin, fantail, bell bird, and kereru. I am not aware of any tui in the area.

Result targets and monitoring

Mustelid monitoring:

- Undertaken twice yearly
- Tracking tunnels are run for 21 days with secured erayz.
- Target: Mustelid tracking reduced to 0% by 2031

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Outcome targets and monitoring

Bird counts of fantail, bellbird, tomtit, and robin using the 5MBC methodology undertaken annually will result in an increase of 5% by 2031.

Predator and pest control programmes

Mustelid control



- Trap line consists of 60 x DOC 200s at 100-200m intervals (see red dots on Map).
- These are safely placed 10m off the Mt Richardson, Bypass and Blowhard tracks, and marked by GPS.
- 5 x DOC 250s will be placed near the Glentui Bush Walk and Glentui picnic area to target ferrets.
- Further trapping would include 24 x Goodnature A24 traps approx. 100m spacing down the ridges from the Blowhard track back towards the Glentui Picnic area.
- Traps will be checked every 4 weeks (weather permitting) for the first 12 months of the year and baited with a mixture of Eyraz, venison and chicken eggs (or as recommended by local DOC office). Trap check frequency may be reduced depending on capture rate in future years, but no less than six checks / year.
- Goodnature traps will be checked at least every six months to refresh bait and replace gas.
- Bait type: Bait used is either dry bait (PCR), Eyraz, Mustelid & Cat lure (Connovations) or hen's eggs. and Goodnature Mustelid lure is used in the A24s

Possum and Cat control

- 5 x Steve Allen kill traps will be placed around the Glentui Nature Walk and Glentui Picnic area. They will be placed out of sight from the public to minimise the risk of people of pets interfering with them.
- Further plans for increasing possum trapping as funding allows with more Steve Allen kill traps and/or ATTs or non-self-resetting traps such as trapinators.
- Live trapping of cats will not be undertaken at this stage, but if used in future, FHCG will ensure traps are checked within 24 hours and only used if overnight stays are occurring to prevent undue stress to captured animals. The group will also be required to obtain approved firearms competency to dispatch of any trapped cats.
- Possum Dough is used for possum control. Fresh rabbit or cat food used to attract cats.

Wasp control

- Vespex is used as required (no more than once a year) for wasp control as per the Approved User standards.
- Wasp control will be triggered according to the protein bait take during late summer.
- Wasp bait will be placed at 50m intervals in stations
- Wasp bait will be retrieved from the stations after 8 days.

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Other management by site

The Ashley Gorge Conservation Group trap the Ashley Gorge Loop and Waterfall tracks. Discussions have been underway for both groups to support each other. In the future, traps would ideally link between the Mt Richardson and Ashley Gorge areas to make the area predator free.

Result Monitoring:

Tracking tunnels for mustelids are undertaken twice a year (Nov and Jan) as per best practice along the Mt Richardson Track, one line toward the top of the Bypass track and one down toward the lower reaches of the Bypass Track.



Outcome Monitoring:

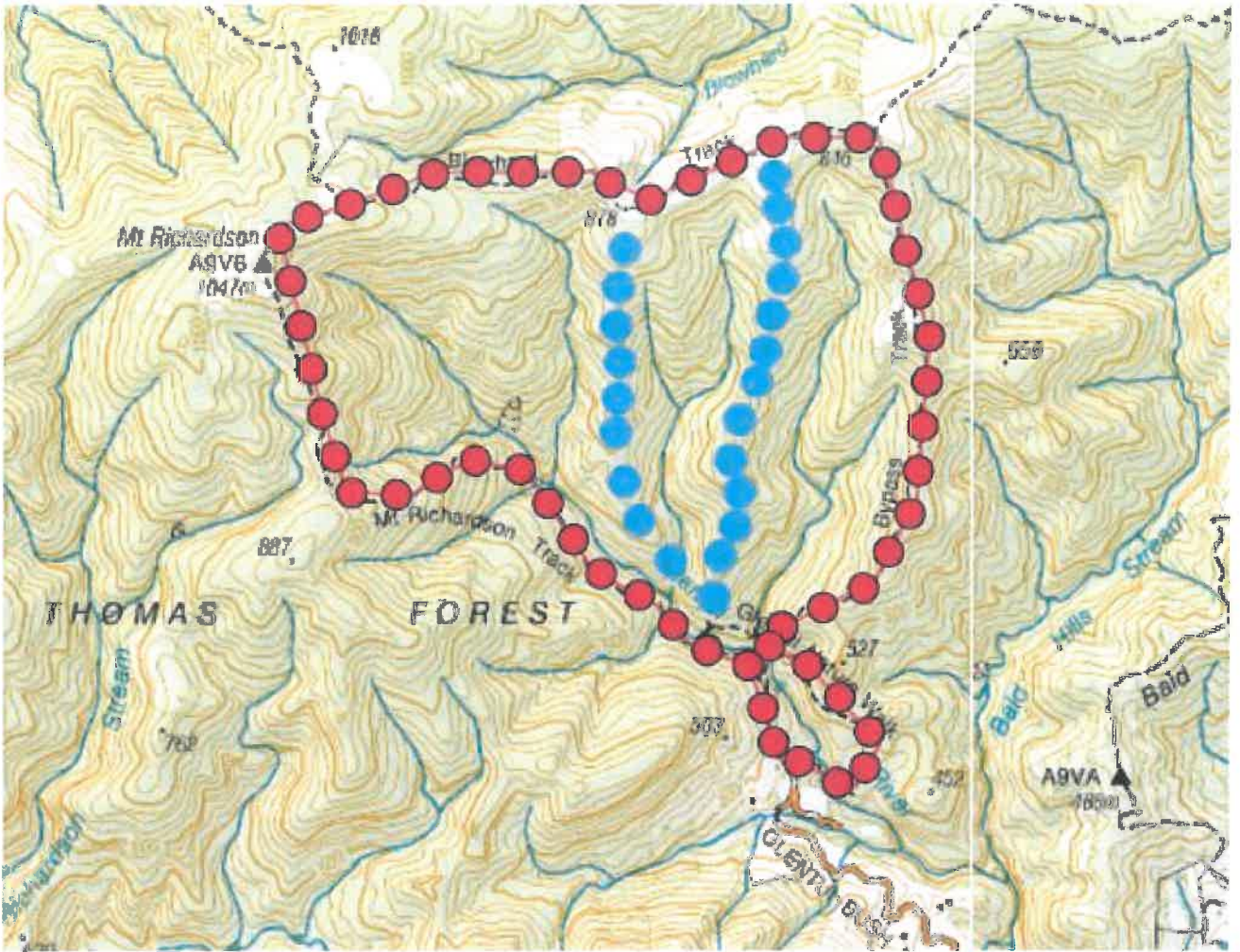
Five-minute bird counts or acoustic monitoring planned for the future.

Maps

The **red dots** indicate DOC200 trap locations. 5 DOC250 traps will be placed in the lower reaches of the track.

The **blue dots** indicate the Goodnature A24 traps which will extend down the ridgelines from Pt 878 and Pt 816 to provide predator protection for the interior of the area and not require as frequent monitoring due to difficult accessibility.

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Appendix 2: HSE Job Safety Analysis Mt Thomas Forest



Work Area:	FHCG Mt Thomas Forest	JOB SAFETY ANALYSIS	 <small>and Safe Home Forests Ltd</small>	
Completed by:				
Date:				

Activity:		Undertaking tracking tunnels, trap checks, bird monitoring		
Task	Hazards	Risk Level	Hazard Control Measures	
<i>List the tasks required to perform the activity in the sequence they are carried out.</i>	<i>Against each task list the hazards that could cause injury when the task is performed.</i>	<i>Use risk matrix at rear of booklet</i>	<i>List the control measures required to eliminate or minimise the risk of injury.</i>	
Travel to and from site	Traffic and road hazards	High	Road rules followed, NZTA road conditions recommendations followed, drive to the conditions. Vehicles used have current WOF, registration and are insurance. Drivers have appropriate licenses to drive.	
	Trailer use	High	Gear appropriately secured and safe in vehicle. Only those experienced towing a trailer to drive. Ensure correct coupling, safety chain attached, and lights connected. Loads secured.	
	Sunstrike	High	Care to be taken on frosty mornings and crossing the one-way Ashley Bridge. Awareness, use sunglasses, sun visor	
General operations	Environmental	Medium	Sunscreen, insect repellent, suitable clothes, water, food, check weather forecast and prepare accordingly	



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	Trips, slips, falls	Medium	Suitable footwear, fitness, first aid kit. PLB. Avoid steep edges along track. Only work on stable ground.
	Windfalls, hang ups	Medium	Awareness, not to work in during heavy gales or storms. Identify, eliminate and minimize
	Getting lost	Medium	Learners to accompany person who is familiar with the circuits. Provision of maps, GPS/GPS app on Phone. Ensure phone is fully charged.
	Wasp stings	Medium	Carry antihistamines, Persons known to have allergic reaction with wasp stings to carry own EpiPen.
	Vegetation	Medium	Bush lawyer, onga onga, awareness, gaiters, gloves
	Lifting and carrying causing strains/sprains	Medium	Correct lifting technique, safe working distance, two person lifts for heavy items, know individual limits. If working alone, ensure co-ordinator(s) aware and stick to discussed plan/route. Carry PLB.
Water hazards - flooding, stream crossings with slippery rocks	Drowning, broken bones, sprains, hypothermia	High	Careful stream crossings, identifying safe areas Supervising children at all times Checking weather conditions Spare clothes, survival blanket
Tracking tunnels	As general operations	Medium	
Trapping	Traps (Doc 200, Doc 250, Steve Allen Kill Trap, Good Nature A24, Timms, Sentinel and Trapinator traps).	Medium	Ensure adequate training, keep body parts well clear of mechanism, first aid kit. Treat self-resetting traps as live, Don't shift live self resetting traps Trap maintenance, use of setting tool. Operate traps as per manufacturer's instructions
	Handling carcasses & bait	Low	Wear gloves (with spares available), hygiene measures.

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Using knife to chop up rabbit for bait	Injury	Medium	Care while using knife. First aid
Working near bait stations for Vespex wasp control	Wasp stings	Medium	Supervising young children in proximity to bait stations. Use PPE, follow SDS for application, transport, disposal Carry antihistamines Carry epipen / anakit if allergic to wasps
Sked & emergency procedures	Team leader appointed. Daily intention left with external contact. First aid kit carried individually. PLB carried if working alone or by member of party. Nearest cell phone coverage towards the top of Mt Richardson or sometimes in car park. Seek help at picnic area from member of public/farm house near picnic area. Copy of Hazard list and Control measures given to each member of party.		
Precautions for Covid 19			
Travel to and from site	Contracting/spreading Covid 19	Low	Anyone with cold/flu like symptoms, or who has been in contact with anyone with Covid 19, or suspected Covid 19 is to stay at home. Maintain 1m physical distance or wear a mask. Wash hands before getting in the car. Disinfect door handles, seatbelts, steering wheel. Cough/sneeze into elbow. If you stop along the way, record where it was and date /time. If you develop cold/flu symptoms within 2 week let your coordinator know. Get tested for Covid 19
Trapping/Monitoring	Contracting/spreading Covid 19	Low	Maintain a distance of 1m from your colleague. Cough sneeze into your elbow. Maintain a distance of 2 metres from anyone you don't know.
Approval and Team Leader's / Supervisor's comments:		Personnel involved:	
Name: Name:			

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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Appendix 3: Trapping performance standards and specifications

A	DOC 200 in a wooden / plastic tunnel	Target pests: Norway rat, ship rat, stoat, weasel, hedgehog
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Location of operation

FHCG – Mt Richardson, Mt Thomas Conservation Area

Trap system

CMI plastic tunnel or see [docdm-29855](#) and [DOC-5641909](#) for dimensions for double and single set designs

Performance Standards

*Compulsory for **all** operations*

1. Trap cover must be secured to prevent access by small children in areas where public are likely to encounter traps.
2. Warning of trap hazard must be displayed on the trap cover, or on separate signs, when set in areas where the public are likely to encounter traps.
3. When working in an area where weka are present trap tunnel design must exclude access. This is achieved with an extended (265mm rather than 130mm) entrance to internal baffle distance with a front entrance design (as noted in [docdm-29855](#)) or with a side entrance design with an end to inner baffle distance of 200mm. See [DOC-5641909](#) for side entrance tunnel design dimensions. If using the CMI plastic tunnel exclude weka using the weka excluder extension (120mm long 62mm (inside) diameter tube secured to the entrance).
4. When working in an area where kea are present trap cover design must exclude access. This is achieved with: stamped steel grill (not weld mesh) tunnel ends screwed (not nailed) in place; reinforcing steel brackets surrounding the box lid pivot and securing screw; bars of reinforcing steel used to peg the trap tunnel to the ground. See [DOC-5641909](#).

Information Needs

*Compulsory for **all** operations*



1. Monitoring: Record and report instances of cats being caught when using side or extended entrance designs
2. Kea – use kea database to monitor and survey for kea during all trips.

Operational Planning & Design Considerations

These are considerations used during planning and assessment of an operation.

Assessor to delete this section from the approved performance standard sheet for the operation.

- Current Agreed Best Practice – Rat control – Kill trapping [docdm-29390](#)
- Current Agreed Best Practice – Stoat control – Kill trapping [docdm-29448](#)

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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FHCG Community Agreement Doc 6784534

My approval dated 8 October 2021 is subject to these performance standards being met. Compliance monitoring may occur.

Kingsley Timpson
Operations Manager
North Canterbury District

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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B	DOC 250 in a wooden / plastic tunnel	Target pests: Norway rat, ship rat, stoat, ferret, weasel, hedgehog
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Location of operation

FHCG – Mt Richardson, Mt Thomas Conservation Area

Trap system

See [docdm-29851](#) for dimensions for single set design.

Compulsory restrictions

Do not use in weka or kea habitat unless as part of a trial to identify how to manage the risk (see compulsory information needs).

Performance Standards

*Compulsory for **all** operations*

1. Trap cover must be secured to prevent access by small children in areas where public are likely to encounter traps.
2. Warning of trap hazard must be displayed on the trap cover, or on separate signs, when set in areas where the public are likely to encounter traps.

Information Needs

*Compulsory for **all** operations*

1. Field trial: If used where kea are present, test the effectiveness of potential kea excluding trap tunnel designs. The Field Trials for Animal Pest Operations SOP [docdm-51573](#) applies.
2. Field trial: If used where weka are present, test the effectiveness of potential weka excluding trap tunnel designs. The Field Trials for Animal Pest Operations SOP [docdm-51573](#) applies.
3. Kea – use kea database to monitor and survey for kea during all trips

Operational Planning & Design Considerations



These are considerations used during planning and assessment of an operation.

Assessor to delete this section from the approved performance standard sheet for the operation.

- Current Agreed Best Practice – Rat control – Kill trapping [docdm-29390](#)
- Current Agreed Best Practice – Stoat control – Kill trapping [docdm-29448](#)
- Current Agreed Best Practice – Ferret control – Kill trapping [docdm-29433](#)

My approval dated 8 October 2021 is subject to these performance standards being met. Compliance monitoring may occur.

Kingsley Timpson
Operations Manager
North Canterbury District

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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FHCG Community Agreement Doc 6784534

C	SA2 Kat trap – Raised 70 cm above ground on ramp	Target pests: Feral cat, possum
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Location of operation

FHCG – Mr Richardson, Mt Thomas Conservation Area

Compulsory restrictions

Do not use in kea habitat.

Performance Standards

*Compulsory for **all** operations*

1. Set all traps away from tracks. No traps are to be laid within sight of recognised walking routes or within 50m of any hut, picnic area or permanent campsite.
2. When working in an area where weka are present traps must be set at least 130cm above the ground and any accompanying ramp must be sloped at least 55 degrees

Information Needs

*Compulsory for **all** operations*

Nil

Compulsory for this operation

1. Monitoring: Record and report non-target pest animal captures and strike locations using the DOCgis Trapping Application and/or Non-target record form [DOC-6158657](#).
2. Kea – use kea database to monitor and survey for kea during all trips

Operational Planning & Design Considerations


These are considerations used during planning and assessment of an operation.

Assessor to delete this section from the approved performance standard sheet for the operation.

- Risk of injury when setting trap; ensure users are adequately trained on correct setting technique
- Current Agreed Best Practice – Feral cat control – Kill trapping [docdm-29437](#)

My approval dated 8 October 2021 is subject to these performance standards being met. Compliance monitoring may occur.

Kingsley Timpson
Operations Manager
North Canterbury District

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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D	Goodnature A24 attached to a tree/ post	Target pests: Ship rat, stoat
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Location of operation

FHCG – Mr Richardson, Mt Thomas Conservation Area

Trap system

Trap set according to Goodnature instructions except where specified differently by performance standards below.

Compulsory restrictions

Do not use in short-tailed bats habitat unless as part of a research to identify impacts.

Performance Standards

Compulsory for all operations

1. When working in an area where weka are present set traps at least 130 cm above the ground OR use an effective weka excluder. (Goodnature weka excluder with Gouland Downs modifications is considered effective.)
2. When working in an area where kea are present use an effective kea excluding device (examples of effective options are Goodnature blocker, Bisset wire excluder).
3. A24s used where very rare kiwi species (Haast tokoeka, rowi or little spotted kiwi) are present must be set at least 100cm above the ground.
4. A24s used within kiwi creche sites must be set at least 100cm above the ground.

Compulsory for this operation

5. Set all traps away from tracks. No traps are to be laid within sight of recognised walking routes or within 50 m of any hut, picnic area or permanent campsite

Information Needs

Compulsory for this operation

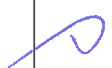

1. Monitoring: Record and report non-target pest animal captures and strike locations using the DOCgis Trapping Application and/or Non-target record form [DOC-6158657](#).
2. Kea – use kea database to monitor and survey for kea during all trips.

Operational Planning & Design Considerations

These are considerations used during planning and assessment of an operation.


Assessor to delete this section from the approved performance standard sheet for the operation.

- Current Agreed Best Practice – Rat control – Kill trapping [docdm-29390](#)
- Current Agreed Best Practice – Stoat control – Kill trapping [docdm-29448](#)

Group/Organisation's initials		DOC's initials	
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My approval dated 8 October 2021 is subject to these performance standards being met. Compliance monitoring may occur.

Kingsley Timpson
Operations Manager
North Canterbury District

<i>Group/Organisation's initials</i>		<i>DOC's initials</i>	
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Appendix 4: Wasp control – Vespex performance standards

Pesticide Use	Fipronil 1g/kg Paste Bait stations (Vespex Wasp Bait)	Target Pests: Wasps
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Location of operation

FHCG – Mt Richardson, Mt Thomas Conservation Area

Caution Period

The estimated caution period for this operation is *[assessor to complete]* months after bait removal.

Performance Standards

Compulsory for **all** operations

1. Non-toxic protein bait take must be assessed prior to using toxic bait, following the protocol on [DOC-2585217](#).
2. Bait stations will be removed or made pesticide-free at the completion of the operation.
3. The product must only be used as specified on the manufacturer's product label.

Compulsory for this operation

4. *[Add further standards as required. These could include local performance standards that you want to apply to your operation. Attach conditions from other consents as separate pages.]*

Information Needs

Compulsory for **all** operations

Nil

Compulsory for this operation (delete those that you won't be applying to your operation)

1. Monitoring: Monitor results (i.e. wasp decline) at sites outside North West Nelson.
2. *[Add as required.]*

Operational Planning & Design Considerations



These are considerations used during planning and assessment of an operation.

Assessor to delete this section from the approved performance standard sheet for the operation.

- If rare invertebrate species are known to be in the operational area they need to be considered in the Assessment of Environmental Effects (AEE).
- Current Agreed Best Practice – Wasp Control – Bait stations using Vespex Wasp Bait [DOC-2585286](#)

My approval dated 8 October 2021 is subject to these performance standards being met. Compliance monitoring may occur.


Kingsley Timpson
Operations Manager
North Canterbury District

Group/Organisation's initials		DOC's initials	
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GREENSPACE

Information Sheet for Biodiversity Contestable Fund Application

Information

The purpose of the fund is to make available financial assistance to owners of mapped Significant Natural Areas (SNA) listed in the Proposed District Plan to encourage and assist with work that benefits these sites.

A growing number of landowners are protecting and restoring indigenous vegetation sites on their private land, the Contestable Biodiversity Fund was established to encourage and assist private landowners to carry out work that benefits biodiversity.

The fund is a contestable fund which is assessed and approved throughout the year by the Council's District Planning and Regulation Committee. Council staff, with expert advice where necessary, will make recommendations to the Committee.

There is a variable amount available in this Fund, it will be distributed among the successful applicants. If there are no other applications or appropriate projects, the fund may not necessarily be distributed either in whole or in part.

Guidelines

Who can apply?

The Fund is open only to ratepayers of the Waimakariri District - individuals or groups - for work relating to either public or private land listed as a mapped SNA in the Proposed Waimakariri District Plan.

The Fund is not available:

- (i) For work that there is a legal obligation to do;
- (ii) To compensate for work already done. It is intended to assist with the cost of future work; and
- (iii) For beautification projects, or to support those driven primarily for financial gain.

How to apply

Applications will be accepted throughout the year and funding rounds will be advertised. Applications will be acknowledged upon receipt.

Return completed application form to:

The Waimakariri Contestable Biodiversity Fund, 215 High Street, Rangiora 7400

1. The application must be a signed original of this application form. Applicants are encouraged to attach any supporting documents, such as planting plans, diagrams, maps, and photos.
2. Applications without any supporting documents will still be considered, but applicants may be asked for more information.

Continued over page

3. Applications will be assessed throughout the year.
4. The recipient will be required to complete a signed accountability form when the funds have been spent, confirming that they have been spent in the way set out in the application.

Funding criteria

Applications will be assessed on merit based on criteria listed below:

1. The degree to which the work improves, protects, benefits, enhances, restores indigenous biodiversity.
2. Whether the applicant or project has been past recipient(s) of the Fund. Preference for funding will generally be given to those who have not received grants from this Fund in the past.

Terms and conditions

1. Grants will be allocated on a case by case basis.
2. Financial assistance will usually be no more than 50% of a project's total costs.
3. The applicants share of the costs can be by way of in kind contributions (e.g. labour), or cash.
4. Unless prior arrangement is made, grants must be spent within one year of the awarding of the grant.
5. Approval of funding may be subject to conditions.
6. All decisions will be final and no correspondence will be entered into.
7. The Council's District Planning and Regulation Committee may wish to visit sites prior to making a decision.
8. The fund recipients will be required to either make progress reports, or a final report on the project after the grant monies have been spent.

PLEASE NOTE:

The Council hereby undertakes to all applicants that information concerning private property supplied in this application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application or if considered appropriate, for publicity purposes. However, once an application has been received, the information contained within it becomes public information, accessible by members of the public when requested. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.

GREENSPACE

Biodiversity Contestable Fund Application Form

To provide financial assistance to owners of mapped Significant Natural Areas (SNA) listed in the Proposed District Plan.

Please read Information and Guidelines before completing this form.

Details of applicant Edward Noel Miles &

Name of applicant: Andrey M Miles (Owners of Taylors Bush)

Name of contact person for this application (if different to applicant): _____

Address of applicant: 1223 Mt Thomas Road, RD1 Rangiora

Contact details

Mobile: _____ Phone (home): 03 31 25 78 5

Phone (work): _____ Email: _____

Land details

Name and contact details of landowner (if different to applicant):

716 Woodside Road, Oxford

Mobile: _____ Phone (home): _____

Phone (work): _____ Email: _____

Site Reference: _____ Size of vegetation site: 23 Acres (8.3 ha)

Have you received funding from the Contestable Fund in the past and if so what was it used for? Yes No

2009 - Money for weed control (\$488.47)
2005 - Weed control (\$550.00)

Summary of work

Aim of project (brief):

Old fence originally constructed in 1996 needs upgrading & has been damaged by tree fall. This project will repair & upgrade the fence to keep stock out of the bush.

Date project to be started: March 2023 Two independent quotes attached?

Expected duration and staging of project, including expected costs of each stage:

March - April 2023.

Tordon spray \$694.76

Steel Y Posts \$1,476.52

Contribution of landowner will be labour costs & machinery.

If you are granted funds, how and when will they be spent?

Tordon & steel posts have been purchased in advance for a reasonable cost.

(Invoice attached)

Have you applied to any other fund for this project? (e.g. Environment Canterbury funding) Yes No

If so:

1. What fund? _____
2. How much was applied for? _____
3. How much has been granted? _____

Detailed description of project

Description

Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

Patch of remnant beech & podocarp forest near the Oxford Foothills. Project aims to prevent stock access into the forest & will help it regenerate. Project consists of fencing and spraying gorse & broom in bush block, with a back pack spray system.

Work to date

Describe any work that has been carried out to-date toward the project (eg restoration, fencing, pest control etc):

- Original fence installed. - 1996.
- Weed control - previously funded & some work ongoing.
- Tordon & Steel Y posts pre-purchased.
- Site is protected by a QEII covenant, & in a long term family trust. (A M Miles Family Trust)

Future management

Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

- Ongoing monitoring by QEII national trust regional representative.
- Keep on top ~~of~~ of maintenance of the new fence to keep stock out of the bush.

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work? Yes No

Acknowledgement

I confirm that:

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign an accountability agreement.
2. The answers given on this form are true and correct.
3. The funds will be spent by the applicant in the manner declared in this application.
4. If the applicant is a group, I will be personally responsible for how the funds are spent.
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application.
6. I have read and agree with the 'Information Sheet for Biodiversity Contestable Fund Application'.

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

Signature: Edward Noel Miles

Name (please print): Edward Noel Miles

Date: 9/2/2023

Applications must be posted or delivered to:

The Waimakariri Biodiversity Contestable Fund
215 High Street, Rangiora 7400

For more information

Phone 0800 965 468, or email office@wmk.govt.nz



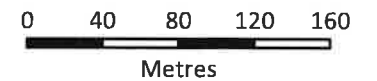
Legend

- ❶ Properties > 1 ha
- Current Property
- Future Property
- Deposited Land Parcels
- Property All



District Plan & Property

Date: 9/02/2023
 Author: kate.steel@wmk.govt.nz



Scale @ A4 - 1:4000

DISCLAIMER:

Information on this map may not be used for the purposes of any legal disputes. Boundary information is derived under licence from LINZ Digital Cadastral Database (Crown Copyright Reserved) for re-use under licence. Land and property information is based on/includes LINZ's data which is licensed by Land Information New Zealand (LINZ) for re-use under the Creative Commons Attribution 3.0 New Zealand licence. The location of Council services are shown indicatively only and no guarantee is given as to the accuracy of the information. The user of the information has the responsibility confirm the exact location of the service prior to commencing any construction including potholing and protecting existing services. Contractors will be held responsible for all damage to Council property. The Council does not guarantee the existence of service laterals to vacant lots, regardless of whether a lateral is shown or not. The Waimakariri District Council does not give and expressly disclaims any warranty as to the accuracy or completeness of the information or its fitness for any purpose. Flood information on this map is based on modelling outputs and the accuracy of this data is limited by the assumptions used in the model. The Council reserves the right to update this information and cannot guarantee that the information is accurate and up to date at all times. An experienced practitioner should be consulted if this information is to be used for Building or Development purposes. Please refer to the District Plan and the Council's Planning Unit if you wish to use this information for planning purposes. Anyone who acts on any of this information does so at their own risk.

Tax Invoice

PGG Wrightson

PGG Wrightson Limited
149 Vogel Street, Private Bag 1961
Dunedin 9054, New Zealand
Customer Contact Centre
T 0800 10 22 76
E enquiries@pggwrightson.co.nz

Audrey M Miles
1223 Mount Thomas Road
RD 1
Rangiora 7471

GST Reg Number: 16-183-849

Customer Number **664039**

Reference **DEC22-01**

Retail Transactions

invoice date **31 December 2022**

Description	Quantity	Unit Price	Total (excl GST)	GST	Total (incl GST)
Date 07/12/2022 - Doc # 31185968 - Supplied by RS - Rangiora - CInv-004951718					
109524 Tordon BK XT 20ltr	2.00	\$694.7850	\$1,389.57	\$208.43	\$1,598.00
			\$1,389.57	\$208.43	\$1,598.00
Date 13/12/2022 - Doc # 31212452 - Supplied by RS - Rangiora - CInv-004971090					
102788 VetMed Moxidectin Oral 20ltr	1.00	\$451.3000	\$451.30	\$67.70	\$519.00
129261 Animal Health Grocery Voucher	1.00				
			\$451.30	\$67.70	\$519.00
Date 29/12/2022 - Doc # 31282474 - Supplied by RS - Rangiora - CInv-005020411					
108326 Steel Y Post 150cm 7 Hole	200.00	\$11.2957	\$1,476.52	\$221.48	\$1,698.00
			\$1,476.52	\$221.48	\$1,698.00
			Totals: \$3,317.39	\$497.61	\$3,815.00

- Total (incl GST) due 20 January 2023:

\$3,815.00

Total for Biodiversity Contestable Fund application - \$2171.30

PAGE 1 OF 1

Please settle all amounts by their due date to avoid interest being charged on the overdue and late paid transactions and your account being placed on STOP in accordance with PGG Wrightson's Terms of Trade. Our Terms of Trade apply. We update our Terms of Trade from time to time. A current copy is available online at www.pggwrightson.co.nz > Our Company > View our Customer Account Terms. Some of the transactions in this invoice may be covered by their own particular contract terms, and in these cases when the proceeds are credited or the cost is debited to your monthly PGG Wrightson account then PGG Wrightson's Terms of Trade also apply to the extent PGG Wrightson deems relevant.

INTERNET/PHONE BANKING:

Bank Details: 02-0900-0240050-000

Reference: 664039

Code: DEC22-01

Note only 1 unit required for this project.

103901 1 0025

DDS-08-02
090506012721

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Queen Elizabeth II
National Trust
For open space in New Zealand
Nga Kaurahi Papa

WAIMAKARIRI DISTRICT COUNCIL

RECEIVED 06 MAY 2009

To: Mike

308 Rangiora Woodend Road
RD1
KAIAPOI 7691

Email: mgiller@openspace.org.nz

Phone/Fax: 03 313 5315

5th May 2009

The Waimakariri Contestable Fund
Attention - Mike Allard
Waimakariri District Council
Private Bag 1005
RANGIORA.


Dear Mike,

In last year's round of The Waimakariri Contestable Fund, landowners Audrey and Noel Miles were allocated \$488.47 to go towards weed control in their QEII covenanted Taylors Bush, near Oxford.

A few weeks ago Noel Miles phoned me to say that the work had been completed. Yesterday I was working in the area, and called in to Taylors Bush to view the work. I took photographs corresponding to some of those submitted with the funding application, and a copy of some 'before and after' pictures can be found on the appended disc.

On behalf of the landowners and the Queen Elizabeth II National Trust, please accept our appreciation for the contribution made by the Waimakariri District Council. This support helps us all achieve better outcomes in our work towards biodiversity protection.

Regards,


Miles Giller
QEII Regional Representative – North Canterbury

Tax Invoice/Statement
 GST Reg. 37-353-922

1223 Mt Thomas Road
 Fernside RD1
 RANGIORA 7440

Tel: (03) 3125785
 Fax: (03) 3125162
 Email: milesngapari@clear.net.nz

Billing Address:
 Waimakariri District Council
 Private Bag 1005
 RANGIORA 7440

AM MILES



Date	Description	Amount	Subtotal
21-Jan-09	Waimakariri District Council - Contestable Fund - granted for purchase of product for weed control - native bush Coopers Creek		
	* Vigilant Gel 1.8kg (ex PGG Wrightson)	160.89	160.89
	* Grazon	273.31	273.31
			Subtotal \$434.20
			GST \$54.27
			TOTAL <u>\$488.47</u>

Remittance Waimakariri District Council	TOTAL DUE \$488.47
--	-----------------------

Goods Received	10/2/09
Code	Amount
80046215	\$488.47 incl GST
Authorised to Payment	<i>UM Pasley</i>

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 27 JAN 2009
To:

Pvt Bay 1005

PROCESSED IN TRIM

09127002121

Mike Allard DDS 08-02

CONTESTABLE FUND ACCOUNTABILITY AGREEMENT

FUNDING AGREEMENT BETWEEN WAIMAKARIRI DISTRICT COUNCIL AND NOEL AND AUDREY MILES

1. Noel and Audrey Miles ("the applicant") have applied to the Waimakariri District Council for the Waimakariri Contestable Fund.
2. The application describes the work for which the applicant sought funds.
3. The Waimakariri District Council agrees to give \$488.47 to the applicant for the control of gorse, broom, hawthorn and barberry along the forest margins in the manner described by the applicant.
4. The applicant agrees to spend the \$488.47 for that purpose within one year of the grant unless otherwise agreed with the Council.
5. The applicant agrees to advise the Council in writing when the funds have been spent for that purpose.
6. The applicant further agrees to allow an officer of the Council access to the site to see the work on which the funds were spent when it is completed.

Signed by:

..... *A M Miles* (applicant)

..... *[Signature]* (for Waimakariri District Council)

Dated: *21-1-09*

090122001656

DD5-08-02

WAIMAKARIRI DISTRICT COUNCIL

RECEIVED 21 JAN 2009

To: Maria

PROCESSED IN TRIM

CONTESTABLE FUND ACCOUNTABILITY AGREEMENT

FUNDING AGREEMENT BETWEEN WAIMAKARIRI DISTRICT COUNCIL AND NOEL AND AUDREY MILES

1. Noel and Audrey Miles ("the applicant") have applied to the Waimakariri District Council for the Waimakariri Contestable Fund.
2. The application describes the work for which the applicant sought funds.
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5. The applicant agrees to advise the Council in writing when the funds have been spent for that purpose.
6. The applicant further agrees to allow an officer of the Council access to the site to see the work on which the funds were spent when it is completed.

Signed by:

..... *N. Miles* (applicant)

..... *[Signature]* (for Waimakariri District Council)

Dated: *21-1-09*

Our Reference: DDS-08 / 090106000145

9 January 2009

Miles Giller
QEII Regional Representative
308 Rangiora-Woodend Road
RD1
KAIAPOI 7691

Dear Sir/Madam

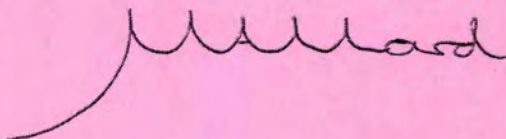
APPLICATION TO WAIMAKARIRI CONTESTABLE FUND 2008 – V056

I am pleased to advise you that at the Resource Management & Regulatory Committee meeting held on the 17 December 2008 the committee voted in favour of providing financial support towards your project. Please find attached an accountability agreement which specifies the amount that the Council has agreed to allocate towards your project and outlining the purpose of the grant. Please sign both originals and return one to the Council while retaining the other for your records. Please also find included a set of guidelines detailing how to claim your grant.

You are invited to attend a gathering at the Rangiora Council Committee rooms to join the Mayor and Committee for an afternoon tea to celebrate successful applicants and giving you the opportunity to meet other likeminded people. The afternoon tea will be held at the Rangiora Council Committee rooms on Wednesday the 21st of January from 3pm till 4pm. Please rsvp by Friday 16 January 2008 to 03-313-6136 ext 884 or email me at mike.allard@wmk.govt.nz.

If you have any queries please feel free to contact me.

Yours faithfully



Mike Allard
Resource Management Planner

**CONTESTABLE FUND ACCOUNTABILITY
AGREEMENT**

**FUNDING AGREEMENT BETWEEN WAIMAKARIRI
DISTRICT COUNCIL AND NOEL AND AUDREY MILES**

1. Noel and Audrey Miles (“the applicant”) have applied to the Waimakariri District Council for the Waimakariri Contestable Fund.
2. The application describes the work for which the applicant sought funds.
3. The Waimakariri District Council agrees to give \$488.47 to the applicant for the control of gorse, broom, hawthorn and barberry along the forest margins in the manner described by the applicant.
4. The applicant agrees to spend the \$488.47 for that purpose within one year of the grant unless otherwise agreed with the Council.
5. The applicant agrees to advise the Council in writing when the funds have been spent for that purpose.
6. The applicant further agrees to allow an officer of the Council access to the site to see the work on which the funds were spent when it is completed.

Signed by:

..... (applicant)

..... (for Waimakariri District Council)

Dated:

68
PROCESSED IN TRIM

030828026817
015-08-02

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 27 AUG 2008
To: Maria

THE WAIMAKARIRI CONTESTABLE FUND

Acknowledgement of listed notable trees,
heritage sites, and vegetation and habitat
sites

APPLICATION FORM

APPLICATIONS CLOSE AT 5PM ON 29 August 2008

Applications must be posted or delivered to:

The Waimakariri Contestable Fund
Waimakariri District Council
215 High Street
Private Bag 1005
RANGIORA 8354

*If you have any questions about the fund, contact Mike Allard at the Council,
or Ph. (03) 313 6136 ext. 884; or email mike.allard@wmk.govt.nz*

Please read 'Notes for Applicants' and 'Purpose and Outcomes' before completing this form.

PART A – Details of applicant

Name of applicant:		Miles Giller		
Name/status of contact person for this application:		QEII National Trust Regional Representative		
Address of applicant:		308 Rangiora-Woodend Road		
		RD1 Kaiapoi 7691		
Phone:	313 5315 (work)	313 5315 (home)	313 5315 (fax)	
E-mail:	broadleaf@actrix.gen.nz			
Name and contact details of landowner (if different from applicant):		Noel & Audrey Miles		
Postal address:				
Fernside				
RD1				
Rangiora				
Phone:	(work)	312 5785 (home)	(fax)	
E-mail:	NA			
Have you received funding from the Contestable Fund in the past and if so, what was it used for?			Yes	
Control of earlier populations of gorse and broom				

PART B – Summary of work

Site No: V056

Aim of project (brief):	To control (most urgently) small patches of gorse, and (less urgently) regrowth of broom, hawthorn and barberry along forest margins and among scrub associations.
Date project started:	Control of these woody weeds is an ongoing project, as seeds of some weeds are carried into the covenant from surrounding areas area by birds, and because there are long-lived seeds of several of these weeds already within the covenant
Expected duration and staging of project, including expected costs of each stage:	The landowners need assistance to carry out periodic (generally annual) control of woody weeds. Control has been successfully carried out over previous years, and the worst infestations are now under reasonable control. It is important that the gains made are not lost due to insufficient follow-up weed control
	The main 'pulse' of weed control will be carried out this spring 2008 (when gorse and broom are flowering and thus most easy to locate), but regular follow up inspections and weed control will be carried out over the following months (and will be necessary over subsequent years).

If you are granted funds, specify how and when they will be spent:

Funds will be spent on the purchase of herbicides:

- Grazon herbicide will be used to spray outlying weeds, where they occur at a safe distance from native shrubs.
- Vigilant gel will be used to stump-treat woody weeds in shrubland portions of the covenant. This involves cutting woody weed at ground level and carefully poisoning the stumps. This precision is required because spraying in such sites could result in damage to the valuable remnants of native shrubs.

Labour (application of the herbicides) will be provided by the landowners and by volunteers.

The Grazon is quoted at **\$313.78** excl GST (for a 5l container), and the Vigilant gel is quoted at **\$174.69** excl GST (for a 1.8l pail plus a 240gm brush-topped applicator bottle).

Total: **\$488.47** excl GST

Have you applied to any other fund for this project? (eg: Ecan Environment Fund)		No
---	--	-----------

- | |
|-----------------------------------|
| 1. If so, what fund: NA |
| 2. How much was applied for?: NA |
| 3. How much has been granted?: NA |

PART C – Detailed description of project

DESCRIPTION

Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

Taylor's Bush is a rare example of upper plains hill-slope and wetland forest, scrub, shrublands and wetlands. Such examples of mixed beech/podocarp forest and hardwood shrublands growing on fertile soils are not well represented in Crown administered reserves, and very few examples remain on private land. Hence the overall vegetation mix of the covenant is now very rare, and there are several species which are rare at national, regional and local levels (see below). The vegetation is quite distinctive (nearby covenants and reserves are generally confined to hill-slopes without unmodified fertile flat-land associations). Much of the covenant area is relatively unmodified, so is thus highly representative.

Ecologist Dr Brian Molloy notes: '*Taylor's Bush is floristically rich (mention the mosses, lichens and bryophytes too) with an excellent representation of small-leaved shrubs, especially Coprosmas, and a good mix of beech, other hardwoods and conifers, especially rimu, a scarce species in the foothills of Canterbury. This reflects the variation in habitats present. Species of particular note, many on the threatened plant lists, are Alepis flavida, Coprosma obconica, C. pedicellata, the two dwarf mistletoes Korthalsella clavata and K. lindsayi (excellent populations of both, sometimes on the same host), and undescribed and unnamed species of Melicytus, Caladenia, Nematoceras, and Thelymitra (one confined to lowland beech forests and first discovered here). (This forest is) biologically diverse and floristically rich, despite its relatively small size, and it is under threat from exotic woody weeds. Some attention to this threat will assist the covenant to recover and protect an important part of the indigenous biodiversity of the Canterbury foothills.*

A 1979 species list compiled by BPJ Molloy with a 2005 update is attached.

Special features include a thriving population of *Coprosma pedicellata* (Gradual decline), *Olearia bullata* (Sparse), *Alepis flavida* (Gradual decline) and *Carex tenuiculmis* (Sparse). *Coprosma obconica* (Gradual decline, and very uncommon in Canterbury). Scrub and shrubland on the hill-slopes supports a particularly good population of the two dwarf mistletoes *Korthalsella clavata* (growing on *Coprosma tayloriae*, *C. rigida*, *C. propinqua*, *Myrsine divaricata*, *Melicope simplex* and *Olearia bullata*) and *K. lindsayi* (growing on *Lophomyrtus obcordata* and *Myrsine divaricata*), both mistletoes are uncommon in Canterbury.

Kereru (Gradual decline) are frequently present.

WORK TO DATE

Describe any work that has been carried out to-date toward the project (eg: restoration, fencing, pest control, planting, planning and design, etc)

Taylor's Bush was allocated \$550 from Waimakariri District Council in 2005, which was spent on the initial control of gorse, broom and (to a lesser extent) hawthorn and barberry. A further allocation of \$2,239 (including GST) was obtained from the Biodiversity Condition Fund in 2007 to have experienced contractors cut and stump-treat gorse and broom plants within shrubland areas of the covenant. As a result of these programmes, hawthorn and barberry have been virtually eliminated and gorse and broom are now confined to a few small patches of large plants plus (the inevitable) scattered re-growth. The covenant has been fully fenced.

FUTURE MANAGEMENT

Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

This Vegetation Site corresponds to QEII covenant 5/11/104. This covenant is registered on the property title and binds current and future owners of the property. Under the covenant, specified actions which would damage the values of the site are prohibited. The landowner retains ownership of the land, and retains responsibilities under ECan's Regional Pest Management Strategy (such as certain pest and weed control), but may request assistance from QE II. The QE II Regional Representative visits the covenant at least every second year to monitor the condition and trends of the native vegetation, to monitor fences, pests and weeds, and to liaise with and where possible assist the landowner. Photopoints have been established to record regeneration and changes in vegetation patterns.

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work?

Yes

PART D – Acknowledgement


I confirm that:

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign an accountability agreement.
2. The answers given on this form are true and correct.
3. The funds will be spent by the applicant in the manner declared in this application.
4. If the applicant is a group, I will be personally responsible for how the funds are spent.
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application.
6. I have read and agree with the 'Notes for Applicants' below.

Signed

Name (please print)

Date


Miles Giller (QEII regional representative)

24/08/2008

NOTES FOR APPLICANTS

1. 1. The purpose of the fund is to encourage and assist with voluntary work that benefits the natural and built environment for projects associated with notable trees, heritage sites, and vegetation and habitat sites listed in the District Plan.
2. 2. The focus is on projects that best meet the purpose and outcomes of the fund.
3. 3. The fund is open only to residents and ratepayers of the Waimakariri District – individuals or groups – for work relating to either private or public land.
4. 4. It is a contestable fund, in which there is a variable amount available. That sum will be distributed among the successful applicants. If there are no applications or no appropriate projects, the fund may not necessarily be distributed either in whole or in part.
5. 5. Successful applications will be decided by the Council's Resource Management and Regulatory Committee. Council staff, with expert advice where necessary, will make recommendations to the committee.
6. 6. The Fund is not available:
 - a. a. For work that there is a legal obligation to do;
 - b. b. To compensate for work already done. It is intended to assist with the cost of future work;
 - c. c. For the entire cost of a project. It will compliment the applicant's contributions;
 - d. d. For beautification projects, or to support those driven primarily for financial gain; or
 - e. e. To projects which have been past recipients of the Fund.
7. 7. The application must be a signed original of this application form.
8. 8. We encourage applicants to attach any supporting documents, such as plans, diagrams, maps, photos or cash flow projections.
9. 9. Applications without any supporting documents will still be considered, but applicants may be asked for more information.
10. 10. The decision-makers are likely to request to see the sites.
11. 11. The Council hereby undertakes to all applicants that information concerning private property supplied in the application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application, or for the publicity purposes referred to below.
12. 12. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.
13. 13. Applications will be assessed during September/October 2008. It is intended to distribute the funds at a function in the last quarter of 2008.
14. 14. The money granted is to be spent by the successful applicant within one year of the grant unless otherwise agreed with Council staff. The recipient will be

required to complete a signed "accountability form" when the funds have been spent, confirming that they have been spent in the way set out in the application.

SPECIES LIST

Taylor's Bush
Audrey & Noel Miles
Woodside Road
Oxford

QE II File: 5/11/104

General Description:

A rare remnant of toeslope and fertile floodplain beech-podocarp forest, scrub and wetland shrubland. Whilst logged, much of the modified-primary and secondary forest has a near natural look and composition. Hillslopes are dominated by black beech with occasional podocarps and pokaka, wet flushes are dominated by Coprosma shrubland. Floodplains are dominated by kahikatea over pokaka and beech, or by Coprosma shrubland.

Ecological Management Units:

Discrete, lowland, secondary, terrestrial, black beech, forest, residual hillslope, 50%
Discrete, lowland, secondary, terrestrial, myrtle/coprosma, scrub, residual hillslope, 5%
Discrete, lowland, secondary, terrestrial, kahikatea/black beech/pokaka, forest, floodplain, 40%
Discrete, lowland, secondary, terrestrial, coprosma/cockfoot, shrubland, floodplain, 5%

Area: 8.3ha

Altitude: 320m - 340m

Grid Reference: L35 356 692

Key: A: Abundant, C; Common, O: Occasional, R: Rare, *: Exotic, Y: Present.

Date:

14/11/79 11/07/2005

GYMNOSPERMS:

Dacrycarpus dacrydioides	Y	C
Dacrydium cupressinum	Y	R
Podocarpus hallii	Y	R
Prumnopitys taxifolia	Y	O

ANGIOSPERMS:*DICOTS*

Acaena anserinifolia (including A. 'pusilla')	Y	O
Alepis flavida (on Not sol)	Y	R
Berberis glaucocarpa*		R
Carpodetus serratus	Y	R
Celmisia sp. (C. gracilentata group)		O
Clematis paniculata	Y	O
Coprosma crassifolia		R
Coprosma linariifolia	Y	R
Coprosma lucida		R
Coprosma microcarpa	Y	R
Coprosma obconica	Y	R
Coprosma pedicellata	Y	O
Coprosma propinqua	Y	C
Coprosma rhamnoides	Y	A
Coprosma rigida	Y	C
Coprosma rotundifolia	Y	O
Coprosma tayloriae	Y	A
Cotoneaster sp*		R
Crataegus monogyna*		O

Cyathodes juniperina		R
Cytisus scoparius*		O
Elaeocapus hookerianus	Y	O
Fuchsia excorticata		R
Gnaphalium sphaericum	Y	
Griselinia littoralis	Y	O
Helichrysum filicaule		R
Helichrysum lanceolatum		R
Hydrocotyle novae-zelandiae		R
Hypericum androsaemum*		R
Hypochoeris radicata*	Y	R
Ilex aquifolium*		R
Korthalsella clavata (on Cop tay, C. pro, C. rig, Mel sim, Myr div, Ole bul)	Y	O
Korthalsella lindsayi (on Lop obc, Myr div)		R
Leptinella pusilla		R
Leptospermum scoparium	Y	R
Leucopogon fasciculatus		R
Lophomyrtus obcordata	Y	O
Melicope simplex		R
Melicytus 'alpinus group'		R
Muehlenbeckia australis		R
Muehlenbeckia complexa	Y	O
Myrsine divaricata	Y	C
Nertera sp		R
Neomyrtus pedunculata	Y	C
Nothofagus solandri	Y	A
Olearia bullata	Y	R
Parsonsia heterophylla	Y	C
Pittosporum divaricatum	Y	O
Pittosporum tenuifolium		R
Pratia angulata	Y	
Prunella vulgaris*	Y	O
Pseudopanax arboreus	Y	O
Pseudopanax crassifolius	Y	A
Pseudowintera colorata	Y	O
Ranunculus repens*	Y	O
Raukaua anomalous	Y	R
Rosa rubiginosa*	Y	R
Rubus australis	Y	O
Rubus cissoides	Y	O
Rubus fruticosus agg*	Y	O
Rubus schmidelioides	Y	O
Rubus schmidelioides var. subpauperatus		R
Trifolium pratense*		R
Ulex europaeus*	Y	R
 <i>MONOCOTS</i>		
Agrostis capillaris*	Y	R
Anthoxanthum odoratum*	Y	O
Astelia fragrans	Y	O
Carex coriacea	Y	O
Carex dissita	Y	
Carex ovalis*	Y	

Carex secta	Y	R
Carex solandri		R
Carex tenuiculmis		R
Carex virgata	Y	R
Cordyline australis		R
Cynosurus cristatus*		R
Dactylis glomerata*		R
Eleocharis acuta		R
Holcus lanatus*	Y	O
Isolepis reticularis (Scirpus reticularis)	Y	
Juncus distegus	Y	R
Juncus filicaulis*	Y	
Juncus gregiflorus	Y	O
Lolium perenne*		R
Luzula sp		R
Microlaena avenacea	Y	O
Phormium tenax	Y	R
Schoenus pauciflorus		R
Uncinia sp		R
Uncinia sp	Y	O
Uncinia uncinata	Y	R

FERNS:

Asplenium bulbiferum SL		R
Asplenium appendiculatum		R
Blechnum chambersii		R
Blechnum discolor	Y	R
Blechnum fluviatile	Y	O
Blechnum procerum	Y	O
Blechnum minus	Y	C
Blechnum penna-marina	Y	C
Hypolepis ambigua	Y	R
Hypolepis millefolium		R
Microsorium pustulatum		R
Polystichum vestitum	Y	R

ORCHIDS:

Caladenia species		Y
Molloybas cryptanthus (Corybas cryptanthus)		Y
Nematoceras macrantha (Corybas macranthus)		Y
Nematoceras 'rivularis group' (Corybas 'rivularis group')		Y
Nematoceras 'triloba group' (Corybas 'trilobus group')		Y
Pterostylis banksii		Y
Pterostylis 'montana group'		Y
Thelymitra longifolia		Y

1979 list compiled by BPJ Molloy.

2005 list compiled by M Giller, G Giller, orchids by T Pendrigh.

MTG 7 November 2005

Waimakariri Contestable Fund - Supporting Information

Owners:	Noel & Audrey Miles
Postal address:	Fernside RD1 Rangiora
Phone:	312 5785
QEII File:	5/11/104
WDC File:	V 056

CT Identifier:	CB27K/1129
Legal Description:	Rural Section 16981

Property details

Property name:	Taylor's Bush
Road name & No.:	Woodside Road
Location / Directions:	From west Oxford, drive 4 ⁸ km along Woodside Road
Locality:	West Oxford

Covenant location:

Regional Council:	ECan
Land District:	Canterbury
Ecological District:	Oxford 55.02
Doc Conservancy:	Canterbury
District Council:	Waimakariri District Council

Supplementary details

Scientific notes:	A covenant species list is appended
Covenant summary:	A rare remnant of toe-slope and fertile floodplain beech-podocarp forest, scrub and wetland shrubland. Whilst logged, much of the modified-primary and secondary forest has a near natural look and composition. Hill-slopes are dominated by black beech with occasional podocarps and pokaka, wet flushes are dominated by Coprosma shrubland. Floodplains are dominated by kahikatea over pokaka and beech, or by Coprosma shrubland.
Representativeness in District:	Highly representative of the flora of this landform.

Map Reference, Easting and Northing:	L35 356 692
Area:	8.3ha

Block Description

Topography:	Toe-slopes and alluvial floodplain on the upper Canterbury Plains
--------------------	---

Species	Emergent	Canopy	Understorey	Ground-cover	Epiphyte	Indicator	Edge	Condition	Trend
Black beech	Y	Y	Y			Y	Y	G	S
kahikatea	Y	Y	Y			Y	Y	G	I
matai		Y	Y			Y		G	I
rimu		Y				Y		F	S
pokaka		Y	Y				Y	F	I
myrtle			Y				Y	F	S
lancewood			Y					F	S
Coprosma species	Y	Y	Y				Y	G	S
Ferns (several genera)				Y				G	I
Sedges (<i>Carex</i> species)				Y				G	S

Condition; Good, Fair, Poor Trend, Improving, Stable, Deteriorating

Special Interest Vegetation .

Species	Notes
<i>Coprosma pedicellata</i>	Gradual Decline. Good population in understorey at interface between the wetland and the beech-podocarp forest.
<i>Coprosma obconica</i>	Gradual Decline. Some regeneration of small plants at interface between the wetland and the beech-podocarp forest.
<i>Alepis flavida</i>	Gradual Decline.
<i>Carex tenuiculmis</i>	Sparse. In wetland
<i>Olearia bullata</i>	Formerly listed as Sparse (now listed as not threatened). Uncharacteristically growing in beech forest understorey on eastern margin, supports mistletoe (<i>Korthalsella clavata</i>).
<i>Celmisia aff. gracilentia</i>	Uncommon in ED. In wetland.

Main Wildlife .

Species	Abundance	Condition
kahu	O	F
korimako	A	F
kereru	R	F
riroriro	O	F
piwakawaka	O	F
pipiwharauoa	R	F
tauhou	O	F

Abundance; Dominant, Abundant, Occasional, Rare
Condition; Good, Fair, Poor

Special Interest Wildlife

Species	Notes
Kereru	Gradual Decline. Occasional visitor (probably not resident).

Values.

Value	Rank (H/M/L)	Notes
Biodiversity-Fauna	M	Moderate & representative diversity.
Biodiversity - Flora	H	Outstanding example of a rare ecosystem type. Exceptional ranges of mistletoes and orchids.
Biodiversity - Habitat	H	Specific habitat for several rare & threatened plant species. General habitat for kereru.
Cultural / historical / Archaeological	NA	
Geological / soils	M	A rare example of native vegetation persisting over this geological system
Visual landscape	M	
Recreational / educational	M	Owners willingly accommodate public access wherever possible
Water & Soil Conservation	M	Tributary of Mounseys Stream
	Notes	
Overall health		Forest portions very healthy and unthreatened. Scrub portions moderately healthy but threatened by exotic weeds
Overall Trend		Forest portions improving. Scrub portions improving in parts, declining where weeds are becoming dominant
Edge Effects		Naturally resilient
Sustainability		High, provided weeds are controlled
Vegetation		A very valuable remnant of a rare ecosystem type
Wildlife		Moderate diversity

Summary:

Taylor's Bush is an almost unique remnant of beech-podocarp forest growing on alluvial soils, with a high representation of threatened plants. Whilst the forest portions are relatively self-sustaining, margins and shrubland areas are susceptible to exotic weeds. These shrubland and margin areas are also the habitat of several of the threatened species. Thus it is important that weed control is carried out in a very precise manner, which thus involves added costs. The financial support of the Waimakariri Contestable Fund is sought to ensure the best possible standard of weed control can be achieved.

Miles Giller
QEII Regional Representative
August 2008



8.10.08
West boundary.



8.10.2008
W. Bandy



8.10.2008
W. Boundary.

8.10.08
W. Boundary
Crose control





8.10.2008
gase
S boundary



8.10.08

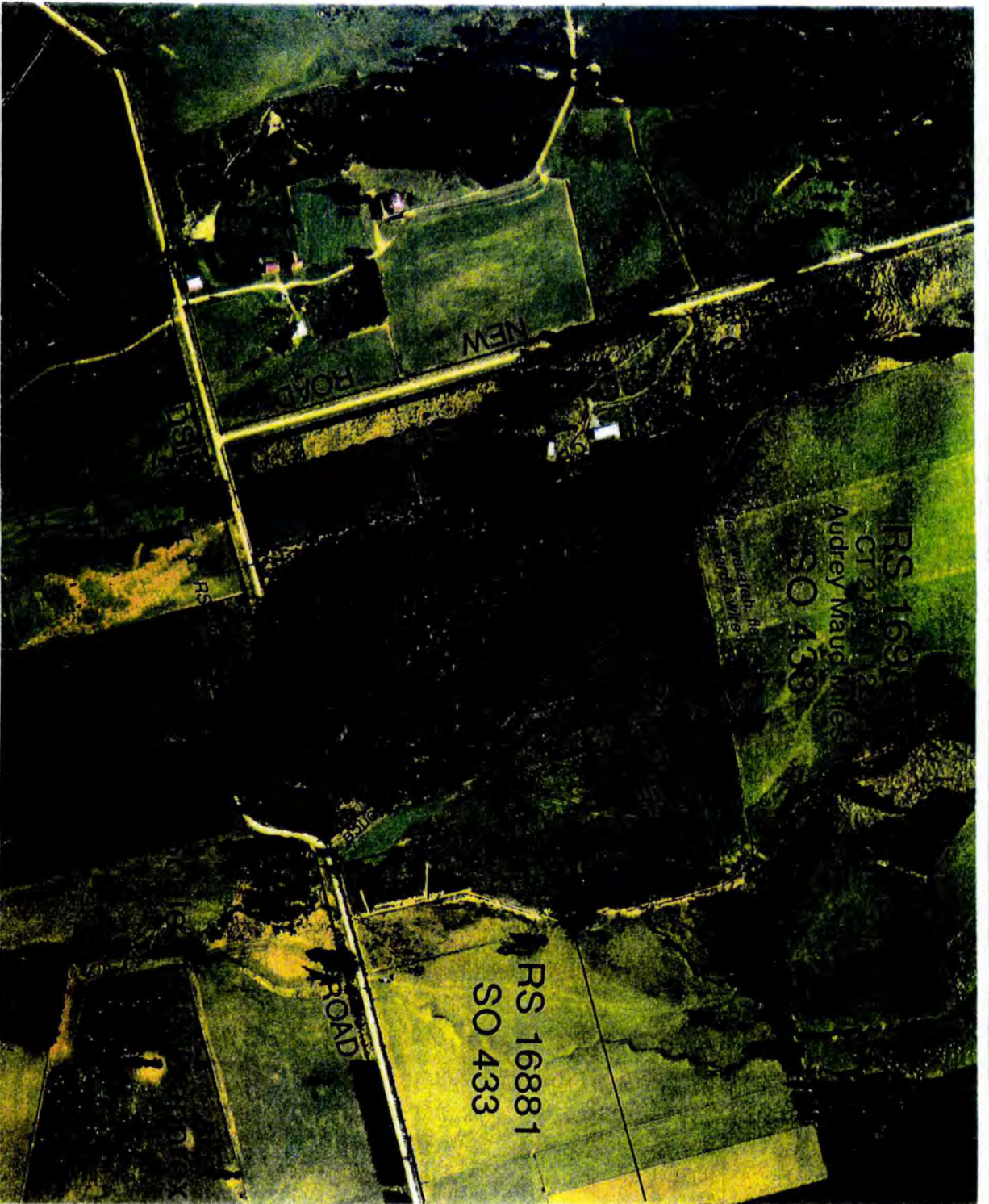
W. Banday.



8.10.08
Broom interior.



8.10.2008.
Western boundary



Audrey Maughan

TOTAL COVENANT AREA: 8.3000 ha

REGISTERED SURVEYOR *AMC* 9/12/96

Photography: Air Logistics (NZ) LTD
 Date: 25/5/1995
 Crown Copyright

KEY

Appellation Boundary
 Title Boundary
 Covenant Boundary

CT CT

QUEEN ELIZABETH II NATIONAL TRUST

OPEN SPACE COVENANT

within

RS 16981

CANTERBURY LAND DISTRICT

Prepared by: Survey Services, Terralink New Zealand Limited

This is to certify that the Protected Area shown can be defined.

R Newell 21/1/97 CHIEF SURVEYOR

Approved: *H H Miles* Registered Proprietor





8.10.2008.
W. Boundary.



8.10.2008.
W. Boundary.

8.10.2008.
Western boundary
fence - gorse control





8.10.2008.
Broom or gorse



8.10.2008.
W. boundary



8.10.2008.
Beech- interior.

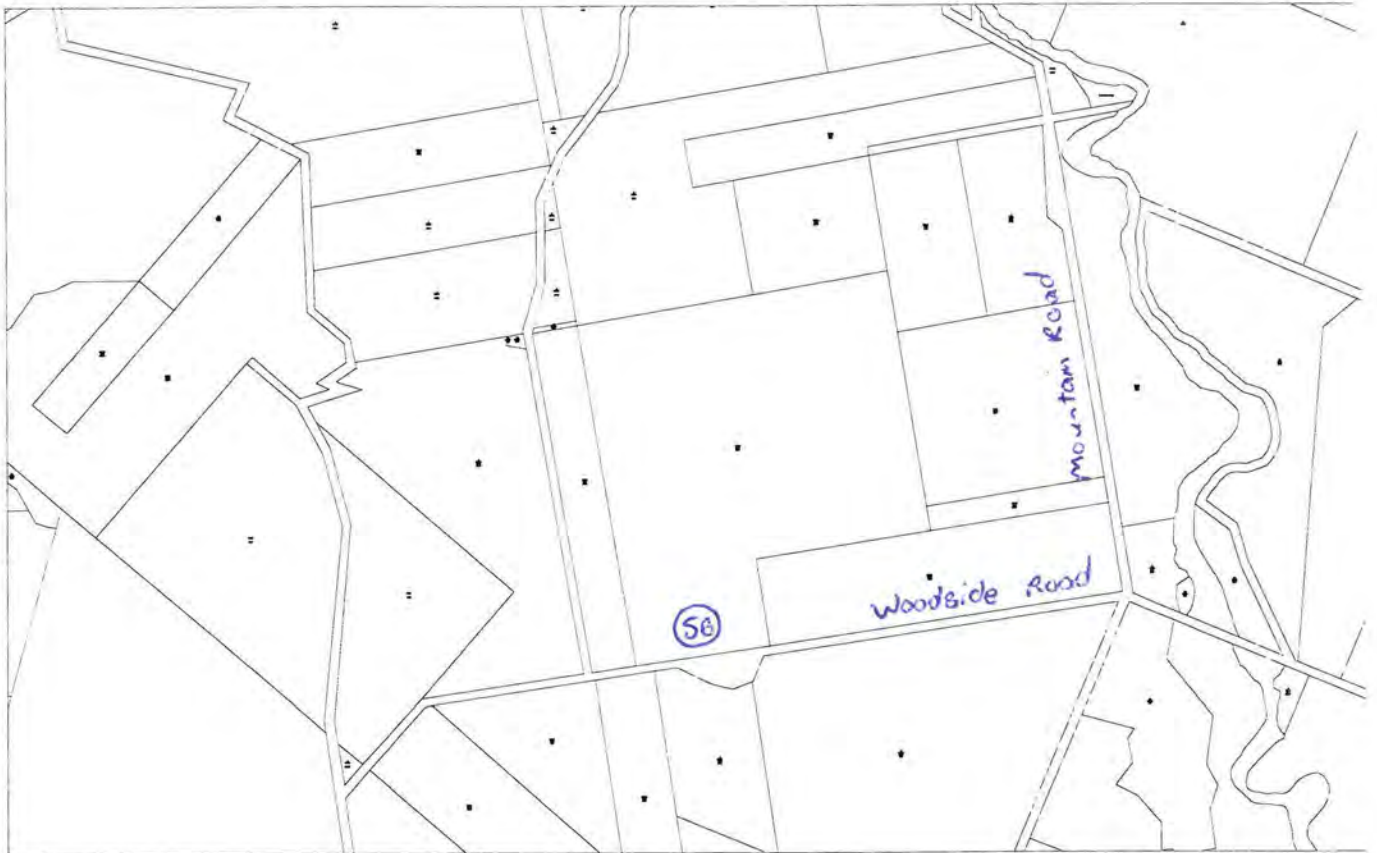
SITES OF INDIGENOUS VEGETATION REMNANTS OF THE FOOTHILLS OF WAIMAKARIRI DISTRICT	
<i>Details of site as at 21 April 2006</i>	
Site Number :	V056
Site Name:	Taylor's Bush
Site Address:	790 Woodside Road Oxford
Owner:	A M & E N Miles & ACV Brown
Postal Address:	Orleans Fernside RANGIORA RD1
Site Description (vegetation):	Beech forest (QEI Covenant)
Location within property:	Hill slopes, mostly fairly gentle with some shallow gullies
VNZ Number:	2153308600
PPR No:	07210790
Legal Description:	RS 16981
District Plan Map Number:	27
Area:	8.3ha

WAIMAKARIRI DISTRICT COUNCIL

SITES OF INDIGENOUS VEGETATION REMNANTS OF THE FOOTHILLS OF WAIMAKARIRI DISTRICT	
Site Number :	V056
Site Name:	Taylor's Bush
Site Address:	716 Woodside Road OXFORD
Name:	Audrey Miles
Owner/occupier etc.:	Owner
Postal Address:	Orleans Fernside RANGIORA R D
Phone Number:	(03) 312 5785
Site Description (vegetation)	Beech forest (QE II Covenant)
Location within property	Hill slopes, mostly fairly gentle with some shallow gullies.
VNZ Number:	2153308600A
PPR No:	07210790
Legal Description:	RS 16981 SO 433
District Plan Map Number:	27
Map Reference:	L35/356692
Area (ha):	8.3 ha
Botanical Assessment completed by Dr David Given	
Date:08/01/95	
<i>(refer to botanical assessment in access database)</i>	

Diagram

Approximate position of site in relation to title boundaries



VEGETATION

ID: Date: Site name:

Site number/code: Study area:

Observer: Ecol district:

Map reference: ED: GPS:

Aspect: Slope: Altitude: Shape:

Drainage: Buffer: Shelter: Indigenous cover:

Topography:

Landform:

Land type: Situation:

Soil type:

Soil characteristics:

Overall vegetation class:

Species vegetation 1:

Species vegetation 2:

Species vegetation 3:

Species vegetation 4:

Threats:

Threats scale:

Current management:

Future management:

Revegetation potential: Viability: Ecol Unit:

Vegetation description:

Special features:

Plant-diversity: Owner/occupier:

Representativeness:

Naturalness:

Unusualness: Cadestral:

Area: Connectivity:

Connectivity-index: Tenure:

Evaluation: Reserve status:

Notes:



56 Mounseys Stream

L35/356693; sub-area G

Mixed beech/podocarp/hardwood forest adjacent to # 57 and 58. High number of species listed by B.P.J. Molloy who reported on the values of this site as "Taylors Bush"²¹. Site includes several rare species of plants. Negotiations are under way for a QEII Covenant on this site.



with an excellent balance of titoki, karaka, ngaio, lancewood, lemonwood, rimu, totara, miro, rewarewa, matipo, clematis, kahikatea, pukatea, cabbage tree, rata vine, nikau and supplejack.

It has a well-above-average native bird population, which is not surprising considering its reasonable proximity to Bushy Park." Native pigeons, tui, grey warbler, fantail and even kiwi have been reported.

On neighbouring land, Russell Hughes has 5.9 hectares of similar forest protected in a second covenant.

"These covenants are well protected naturally from prevailing winds, and have an excellent water supply, combining to provide a unique micro-climate which is assisting the recovery process markedly. These are two of my fastest recovering open space covenants, and the bush is a real delight to observe," Bruce says.

CANTERBURY

Hopefield Covenant

A very fine stand of kowhai complemented by a large number of cabbage trees spreading over 20 hectares has been protected near Waiau.

Marten Satterthwaite and his mother Diana Satterthwaite have covenanted the bush, which is on the steep and north-facing side of Jimmy's Knob Creek.

Many of the kowhai (*Sophora microphylla*) are thought to be more than 100 years of age, says Dr Ron Close, a former president of the Canterbury Botanical Society. Regional Representative David Webster says, "I first inspected the area in November when both the kowhai and cabbage trees were in blossom, and the effect was spectacular."

The kowhai range in size from seedlings up to very mature specimens, and the canopy is supplemented by kanuka, *Coprosma*, *Olearia*, *Pittosporum*, *Pseudopanax* and *Carmichaelia* species.

This area is said to be the largest stand of such kowhai in the South Island, and it's the first such area in the Hundalee Ecological District to be protected. The covenant is on soil unusual in the area, a pocket of weathered mudstone overlying greywacke gravels.

Miles Covenant

Mountain beech in pure stands and in association with podocarps have been protected at Oxford.

This south-facing bush, owned and cared for by Audrey and Noel Miles, represents a rare example of natural forest on the interface between the plains and foothills, says Regional Representative David Webster. Nearby is the Holcroft and Mayne covenant.

Audrey says it was the dream of her parents, Robert and Marjorie Taylor, to have the bush protected. Her father took over this family farm in 1939, and let it regenerate. She expects it had been cut over as there was a sawmill on the property before the turn of the century.

With help from two of their sons, Rodney and Andrew, and the National Trust, the Mileses completed fencing of the bush in July 1996.

Kahikatea is common throughout the 8.3 hectare remnant, and there are numerous matai, and some rimu as well as Hall's totara. Within the swampy portion, kahikatea is supported by *Coprosma propinqua*, lancewoods, cabbage trees and

rushes. "Regenerating rimu in this district qualifies as a rare occurrence," he says.

The canopy of the bush is dense and includes pokaka, putaputaweta, *Pittosporum* and horopito. Except under the stands of pure beech, the ground cover is almost complete, he says. Several ground orchid species have been identified in the bush too.

A combination of snows, heavy rain and northwest winds in 1945 blew many beech trees over, and the impact of those storms can still be seen today in the bush, Audrey says. "It has regenerated in my life time but it is still fairly bare underneath."

Vandalism of the bush was a problem until it was fenced. People used to take their chainsaws into the bush and there was also theft of plants she says. Fencing it has made it much less accessible. However people wishing to leave only their footprints in the bush are welcome to arrange a visit.

Hueston Covenant

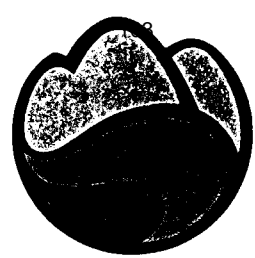
Botanist and covenantor Hugh Wilson describes Doug and Pam Hueston's bush near Hickory Bay on Banks Peninsula as a "startlingly good forest remnant".

The two blocks, with stock access in between, total 11.3 hectares, and run between Hickory Ridge and Hickory Bay Road, 27 km east of Akaroa.

The covenant was opened officially on August 16, commemorating the fencing and protection of the bush. "It was a job we had to do in spring time and we invited tramping friends and farmers who are particularly interested in conservation," says Doug.

"We walked down the main Hickory-Le Bons Bay ridge,

NO 40 Nov 97



Queen Elizabeth II
National Trust
For open space in New Zealand

29 April 1997

Nga Kairauhi Papa

Our Ref: 5/11/104

District Manager
Waimakariri District Council
Private Bag 1005
Rangiora

OP	Nav	R 6/5
PPA		
- 2 MAY 1997		
Instructions:		
1x copy to Gage Reuber		
1x copy to our register of significant remnant sites		
original to file.		

Dear Sir

OPEN SPACE COVENANT: A M MILES

The National Trust has recently completed an open space covenant to protect part of the above landholder's property. A copy of the registered document is attached for your information and action.

The Trust would appreciate your giving some recognition to the owners for the contribution they are making to natural resource protection in your district.

Yours faithfully

B. Place

Betty Place
Covenants Officer

Encl.



Queen Elizabeth II

National Trust

For open space in New Zealand

Nga Kairauhi Papa

OPEN SPACE COVENANT

No. 5/11/104

OPEN SPACE COVENANT*(Pursuant to Section 22 of the Queen Elizabeth the Second National Trust Act 1977)*WHEREAS AUDREY MAUD MILES of FERNSIDE married woman

(hereinafter called "the Covenantor") is registered as proprietor of an estate as set out in the Schedule of land hereto (hereinafter called "the land")

AND WHEREAS the QUEEN ELIZABETH THE SECOND NATIONAL TRUST established by the Queen Elizabeth the Second National Trust Act 1977 (hereinafter called "the Trust") is authorised by that Act to obtain open space covenants over any private land

AND WHEREAS the Covenantor has agreed to enter into an open space covenant with the Trust for the purpose set forth in the First Schedule hereto

NOW THEREFORE in consideration of the covenants and conditions hereinafter contained THESE PRESENTS WITNESS that in pursuance of the said agreement and by virtue of Section 22 of the Act the Covenantor and the Trust with the intent and so as to bind the land into whosoever hands the same may come MUTUALLY COVENANT at all times to observe and perform the respective duties and obligations imposed by the restrictions, stipulations and agreements contained in the Schedules hereto to the end and intent that the same shall bind the land in perpetuity

FIRST SCHEDULE

The Purpose of the within written open space covenant is to achieve the following open space objectives of the Covenantor and the Trust:

- a) To protect and maintain open space values of the land.
- b) To protect native flora and fauna on the land.
- c) To protect natural scenic values of the land especially as seen from Woodside Road.

SECOND SCHEDULE

Interpretations, restrictions, stipulations and agreements

1. In the Deed unless the context otherwise requires:-

"Act" means the Queen Elizabeth the Second National Trust Act 1977.

"Board" means the Board of Directors of the Queen Elizabeth the Second National Trust.

"Covenantor" means the "Owner" who entered into this covenant with the Trust.

"Trust Manager" means the person appointed under Section 18(1)(a) of the Act.

"Owner" means the person or persons who from time to time are registered as the proprietor(s) of "the land".

B.M.
 A.M. Miles
 R. Miles
 TRP
 M.A.S.

"the land" means the property or part thereof defined as subject to this covenant and as shown on the plan annexed to this Deed.

2. No act or thing shall be done or placed or permitted to be done or remain upon the land which in the opinion of the Board materially alters the actual appearance or condition of the land or is prejudicial to the land as an area of open space as defined in the Act.
In particular, on and in respect of the land, except with the prior written consent of the Board, or as provided under the Third Schedule, the Owner shall not:
 - (a) Fell, remove, burn or take any native trees, shrubs or plants of any kind.
 - (b) Plant, sow or scatter any trees, shrubs or plants or the seed of any trees, shrubs or plants other than local native flora, or introduce any substance injurious to plant life except in the control of noxious plants.
 - (c) Mark, paint, deface, blast, move or remove any rock or stone or in any way disturb the ground.
 - (d) Construct, erect or allow to be erected, any new buildings or make exterior alterations to existing buildings.
 - (e) Erect, display or permit to be erected or displayed, any sign, notice, hoarding or advertising matter of any kind.
 - (f) Carry out any prospecting or exploration for, or mining or quarrying of any minerals, petroleum, or other substance or deposit.
 - (g) Dump, pile or otherwise store any rubbish or other materials, except in the course of maintenance or approved construction, provided however that after the completion of any such work all rubbish and materials not wanted for the time being are removed and the land left in a clean and tidy condition.
 - (h) Effect a subdivision as defined in the Resource Management Act 1991.
 - (i) Allow cattle, sheep, horses, or other livestock to enter, graze, feed or otherwise be present provided, however, that they may graze up to any approved fenceline on the perimeter of the land.
3. In considering any request by the Owner for an approval in terms of Clause 2 hereof, the Board will not unreasonably withhold its consent if it is satisfied that the proposed work is in accordance with the aim and purpose of the covenant as contained in the First Schedule.
4. Except with the prior written consent of the Board, no action shall be taken or thing done, either on the land or elsewhere, which will in any way cause deterioration in the natural flow, supply, quantity, or quality of any river, stream, lake, pond, marsh, or any other water resource affecting the land.
5. The Owner shall notify the Trust of any advice received from any power authority, mining company, or other body or person of the intention to erect utility transmission lines or carry out any prospecting, exploration, mining or quarrying on the land and shall not signify any concurrence in relation to the proposed work without the written permission of the Board.
6. (i) The Owner shall continue to comply with the provisions of the Agricultural Pests Destruction Act 1967 and the Biosecurity Act 1993 and all amendments thereto provided, however, that the Owner may request assistance from the Trust in carrying out the aforementioned responsibility.
6. (ii) That in keeping with the aims and purposes of this covenant the Owner shall continue to comply with the Wild Animal Control Act 1977 and shall take reasonable measures for the control of wild animals as defined in the Act.

WAB
BCH.
HM Mile
2 Mile
TRP

7. The Owner shall keep all fences and gates on the boundary of the land in good order and condition and will accept responsibility for all repairs. Except as provided for in Clause 8 herein rebuilding or replacement of all such fences and gates will be the responsibility of the Owner.
8. The Trust shall repair and replace to its former condition any fence, gate or other improvement on the land which may have been damaged in the course of the Trust exercising any of the rights conferred by the covenant.
9. Subject to any conditions mutually agreed between the Trust and the Owner, members of the public shall have freedom of entry and access to the land with the prior permission of the Owner and such permission is not to be unreasonably denied by the Owner.
10. The Owner may approve the use of firearms and traps by any person or persons for the eradication of noxious animals on the land.
11. The Trust, through its officers, agents or servants, may at all times enter upon the land for the purpose of viewing the state and condition thereof. In exercising this right, any officer, agent or servant of the Trust will notify the Owner in advance.
12. Any consent, approval, authorisation or notice to be given by the Trust shall be sufficient if given in writing signed by the Trust Manager and delivered or sent by ordinary post to the last known residential or official address of the Owner or to the solicitor acting on behalf of the Owner.
13. The Owner or the Trust may at any time during the term of this covenant, by mutual agreement, carry out any works, improvements or take any action either jointly or individually or vary the terms of this covenant to ensure the more appropriate preservation of the land as an open space in terms of the Act provided, however, such agreement is not contrary to the aim and purpose of this covenant.
14. The Trust may revoke this covenant if all the members of the Board are satisfied that by reason of any change in the character of the land or of any other circumstances which the Board may deem sufficiently material, this covenant ought to be deemed obsolete, or that the continued existence thereof would impede the reasonable use of the land without securing any practical benefit consistent with the purpose of the Act.
15. Nothing in these presents hereinbefore contained shall be deemed to render the Covenantor personally liable for any breach of these covenants and conditions committed after the Covenantor shall have ceased to be the Owner.
16. The Owner shall notify the Trust of any change of ownership or control of all or any part of the land, and shall supply the Trust with the name and address of the new owner or lessee.
17. If at any time prior to registration hereof by the District Land Registrar the Owner desires to sell or otherwise dispose of all or any part of the land such sale or disposition shall be made expressly subject to the restrictions, stipulations and agreements contained in the Second Schedule hereto.

B.A.
H.M. Mills
A. Miles
TRP
MAD

THIRD SCHEDULE

1. The Owner may form a walking track through the bush on the land after consultation with the Trust as to siting and maintain same.

*Foot.
All Miles.
TRP MAS
R miles*

SCHEDULE OF LAND

Land Registry: CANTERBURY
Estate: fee simple

Area: 8.3000 ha

Lot & D.P. No. Part Rural Section 16981, shown as area A on
(other legal description) aerial photodiagram attached.

Certificate(s) of Title: Part Volume 27K folio 1129

IN WITNESS WHEREOF this memorandum has been executed
this 14 day of February 1996.

Signed by

AUDREY MAUD MILES

AM Miles

as covenantor
in the presence of:

Witness AM Miles

Occupation Farmer

Address Fernside

Rangiora P.D.

THE COMMON SEAL of the QUEEN
ELIZABETH THE SECOND NATIONAL
TRUST was hereto affixed in the
presence of:

Chairman Mr Bayfield

Director Bruce McHugh

Trust Manager TR Pitman





OPEN SPACE COVENANT

Pursuant to Section 22 of
the Queen Elizabeth the
Second National Trust
Act 1977.

Correct for the
purposes of the Land
Transfer Act.

A M MILES

Covenantor



Trust Manager
being a person authorised
by the Trust to certify on
its behalf.

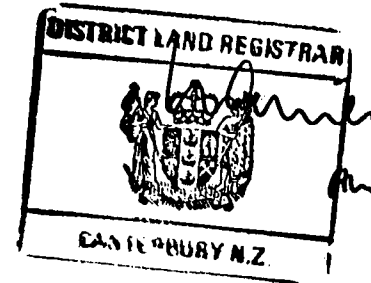
AND

**THE QUEEN ELIZABETH THE
SECOND NATIONAL TRUST**

11.40 08.APR97 A 290856 / 1

PARTICULARS ENTERED IN REGISTER
LAND REGISTRY CANTERBURY

ASST. LAND REGISTRAR.....



WAIMAKARIRI DISTRICT COUNCILFILE NOTE

FILE NO: 548-024-006- 2/96120300024

VISIT: 21 November 1996

SITE NUMBER: 56

CONTACT: Audrey and Noel Miles
 "Orleans"
 Fernside
 RD RANGIORA

 (03) 312 5785

VISIT BY: Katharine Perreau (Planning Officer - Policy)

Photos - yes

Met with Audrey and Noel Miles at Taylor's Bush. Also present, David Rossiter and Jo Spencer.

The Miles were appreciative that the Council was taking an interest in the Bush. They were very proud of it. They asked what the Council would be able to do to assist them. It was explained that it was being proposed that the Council have some role in assisting land owners but that the debate was still at discussion stage.

Land Ownership

Freehold title to Audrey Miles with Open Space QE II Covenant in the process of being established.

Description/ Mapping

Area fenced off and easily identified.
 Access from Woodside Road.

Area 8.3ha

Old logging tracks visible in some areas.

Threats

Wilding trees probably not an issue

Concerns raised about life style blocks. How was the surrounding area going to develop.

Possums - CRC putting out bait on lids.

Fire - Some concern about fire risk from activities on neighbouring properties, particularly the planting of blue gums. The area is very dry.

Use/Management

Currently in the process of making some tracks through the area to make it more accessible. A circular track provides a good look at the southern area.

No native plants have been introduced, all the plants presents are naturally there.

Community groups with an interest have visited it.

Values

Botanical - orchids, a unique coprosma in the swamp area, mistletoe taking off, Halls Totara, some Pokaka.

Beech stand - many lost in 1974 storm

Other

Some discussion on tree naming. Suggested that the Department of Conservation might have some expertise in this area.

Car parking facilities - A. Miles noted that at present there was no place where people could park when visiting the Bush. Options such as using part of their property or making use of the road reserve was discussed. The Milnes saw this as a way in which the Council could assist them. They are hoping to get members of the public visiting.

Visibility - A sign would also assist in raising the profile of the Bush.

Katharine Perreau
PLANNING OFFICER - POLICY

kp

COPY

Our Reference: 21533/08600A
548-024-006-2/96112000028

20 November 1996

Audrey Miles
Orleans
Fernside
RANGIORA RD

The District Plan and Significant Sites

This letter serves as an introduction to this process of talking with landowners and occupiers of property in the Waimakariri District. You have been contacted because there are areas of vegetation on your property which are potentially of significance in regard to their natural values.

This process of consultation may involve discussion on:

- The purpose of the District Plan and the process so far
- Implications of the Plan
- Existing information on sites: Council and landowner
- Current extent and health of vegetation areas identified
- Value of sites to landowners and the community
- History and future management of sites
- Draft policies and monitoring requirements
- Where to from here? - the future decision making process & land owner involvement

KEY POINTS TO NOTE

The process so far:

- Discussion document released
- No decisions have been made regarding the need for the Council to intervene in the management of specific sites
- Staff are in the process of confirming information is accurate
- Draft policy options have been discussed by Councillors.

Implications of having a site identified as significant include:

- Visits for monitoring purposes
- Assistance from District Council: information and possible financial
- Controls in the Plan to promote sustainable management.

What will District Plan rules mean?

- They will indicate what you can't do on the land rather than listing what you can do.
- The focus is on the effects of activities ie. loss of values, clearance of vegetation, damage to habitat.
- Generally any controls that emerge from this process will apply if the current management of the land changes and where changes have an adverse effect on the values that the Council wants to protect.

Comments on any of the material given to you would be welcomed and please phone if you have any further queries. If further meeting and/or workshops are requested this can be arranged.

Yours faithfully



Katharine Perreau
PLANNING OFFICER - POLICY

Information attached:

1. Discussion Document
2. Draft policies and methods
3. District Plan information leaflets
4. Appendices to David Given's Report
5. Print out of sites description from Council Database.
6. General map of the area with site description



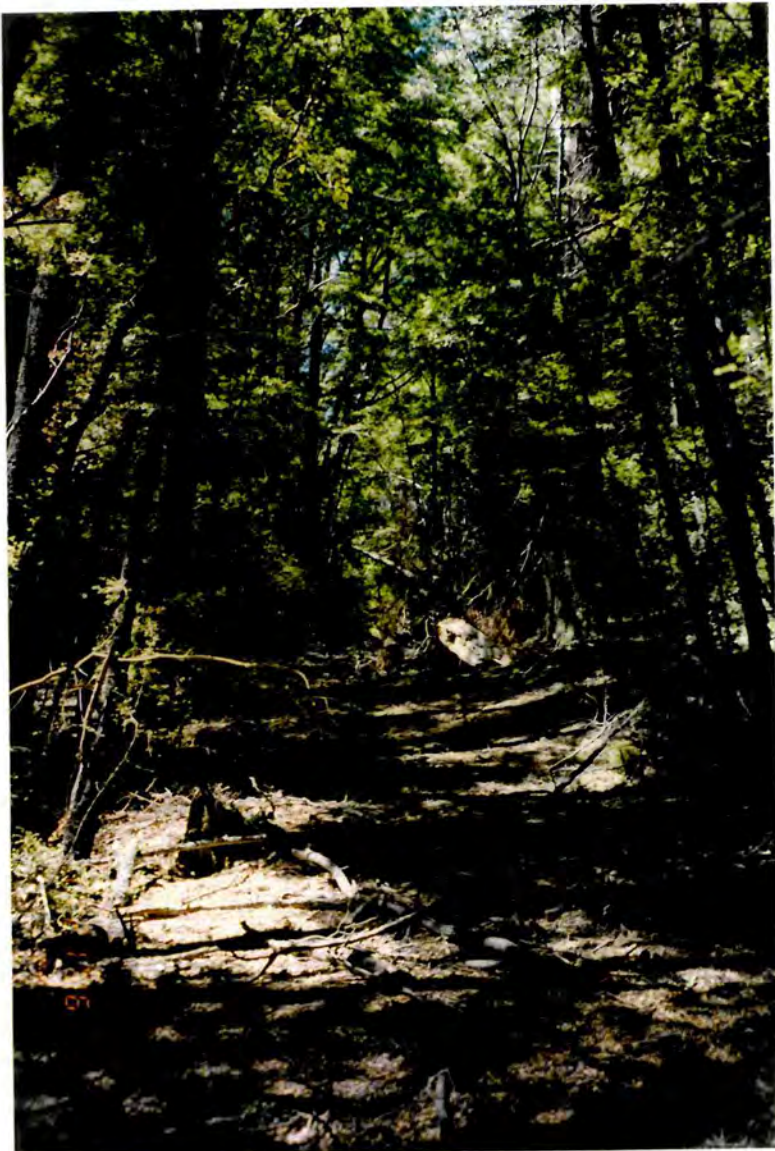


Site 56
Audrey Miles
"Taylors Bush"

21/11/96

Looking towards
Taylors Bush from the top
of Tawai Bush.

← Walkway within
Taylors Bush



↑
Regenerating area within
Taylor's Bush

Site 56
"Taylor's Bush"
21/11/96

← Old logging track
now used as a
walkway

Selena Hurrell

From: Veronica Wilson <veronica.wilson@desktopimaging.co.nz>
Sent: Tuesday, 14 April 2015 8:04 a.m.
To: Selena Hurrell
Cc: Trish Keen
Subject: Box 1071

Morning Selena, Trish

Box 1071 is missing Valuation 2144009411 and has extra file 2144010400 in it

Thanks

Roni

Veronica Wilson

32b Jamaica Drive
Grenada North
Wellington 5028

PO Box 51248, Wellington

Phone: +64 4 232 9489
Fax: +64 4 232 9399

E-mail: veronica.wilson@desktopimaging.co.nz
Website: www.desktopimaging.co.nz

 Think before you print

This message and any files transmitted with it are confidential and solely for the use of the intended recipient. If you are not the intended recipient or the person responsible for delivery to the intended recipient, be advised that you have received this message in error and that any use is strictly prohibited. Please contact the sender and delete the message and any attachment from your computer.



Site 56
"Taylor's Bush"
21/11/96

Beech on the edge of a regenerating clearing.

5.2 Emma Frazer (Planning Officer Consents) : Allocation of the Waimakariri Contestable Fund 2005 – Acknowledgement of listed notable trees, heritage sites, and vegetation and habitat sites (548-024-047)

Councillor Kane extended a warm welcome to the Council's guests, in attendance at this meeting, and thanked them for their interest and commitment towards preserving the District's heritage. She outlined the procedure that had been followed by the workshops to arrive at the recommendations before this Committee.

The purpose of the report is to recommend that the Committee allocates grants from the Contestable Fund to those landowners/occupiers with heritage sites, notable trees, and vegetation and habitat sites listed in the Proposed District Plan. Approximately \$15,500 per year over the last three years has been set aside for an environmental and heritage fund, and this has accumulated to an amount of \$56,500.

The Committee took the recommendations in parts.

Moved Councillor Blackie seconded Councillor Gordon

THAT the Resource Management and Regulation Committee

(a) **Receives** report N° 05070600048

CARRIED

In receiving the report, Councillor Kane acknowledged the work done by Mrs Frazer in bringing her report before this Committee.

Councillor Adams advised that she would support a roll over and accumulation of funds over three years, and invite applications in line with that timeframe. She said that the scheme to preserve historical buildings is of particular value for the Council; that so much attention is given to the economy that we tend to forget our heritage. With respect to the environment, it is also extremely important to treasure the remaining areas of natural history within our District. Councillor Adams expressed sincere thanks for the work done by Mrs Frazer and for her very thorough reports to the workshop.

Mrs Frazer advised that they have used most of the funding in this initial exercise.

Moved Councillor Adams seconded Councillor Blackie

THAT the Resource Management and Regulation Committee

(b) **Requests** that staff report back to the Committee on a future allocation policy.

CARRIED

Councillor McRobie endorsed Councillor Adams's comments. He said that the work done at the workshop was very impressive with each application looked into thoroughly and considered carefully.

Councillor Gordon remarked that the quality of the reports on this project is probably among the best he has seen, and he is very pleased to support the programme.

The Mayor Mr Gerard congratulated the applicants for their vision in coming forward to apply for funding, and said that he is pleased the Council is able to assist in the preservation and protection some very unique features of the Waimakariri District.

Councillor Kane was concerned that some applicants had missed out on what appear to be worthy projects, particularly vegetation sites. She believes that the Council needs to look at what is an appropriate amount for this fund and review the present figure of \$15,000 so that more important features of the district can be preserved.

Right of Reply

Councillor Adams endorsed Councillor Kane's suggestion that the Council needs to review the heritage and environmental fund with a view to increasing the annual amount of \$15,000.

The motion was put:

THAT the Community and Recreation Committee

- (c) **Allocates** from the Waimakariri Contestable Fund 2005 to the successful applicants for the purpose of retaining and conserving heritage structures and in support of appropriate management proposals for vegetation and habitat sites, as set out below:

For heritage structures:

Church of St John the Baptist H052; That \$21,000 be granted for exterior painting, recognizing that other funding sources are available. Conditional on NZHPT approval.

Church of St Simon and St Jude H053; That \$1,900.00 be granted for toughened glass, and \$3,800 be granted toward the cost of internal doors, and buttressing outer walls.

Broadgreen H050; That \$500.00 be granted toward the cost of a replacement verandah, and encourage application to NZHPT for the remainder. Conditional on HZHPT approval and that timber used is similar in profile to original timber used.

Cottage – 65 Sneyd St, Kaiapoi Norman and Audrey Martin H017; That \$6,000 be granted toward the cost of weather boards and new roof. Conditional on NZHPT approval and that roof and iron remains similar to the original profile.

Brooklands Richard and Sharon Leech H051; That \$3000.00 be granted toward the cost of painting the exterior of the house.

Cottage – 73 Sneyd St, Kaiapoi Steve Fisher H018; That \$3,808.00 be granted toward the cost of weatherboards and spouting. Conditional on guttering and down pipes retaining similar profile as originally used.

Eyre County Council Building Paul and Lynda Black H037; That \$925.00 be granted toward the replacement finials and bargeboards. Conditional on NZHPT approval and that finials and bargeboards replicate original profiles.

St James Anglican Church and Belfry Oxford-Cust Anglican Parish H005; That \$4,000 be granted toward the cost of works on the Belfry. Conditional on NZHPT approval and masonry check, and recognizing that other funding sources are available. In the event there is no conservation plan, that the management advice fund be used contribute towards a conservation plan.

For vegetation and habitat sites:

Flax Thread J D Rubie V146; That \$3,050.00 be granted.

Taylor's Bush Miles Giller on behalf of N & A Miles V056; That \$550.00 be granted for gorse and broom control within the site.

Maori Reserve Road shrub G & M Green V035; That \$7,580.00 be granted for fencing and gorse control in relation to this site, and \$800 for follow up spot spraying be allocated after review of the site by a Council officer.


- (d) **Declines** to allocate funds to the following applications to the Waimakariri Contestable Fund 2005:

House at Church Street, Rangiora, Lynne Thomson, H063
 Hillcrest, Nicholas Dallyn, H099
 The Cream House, N and J Radford, H034
 Bankhead House and Stables, CDP Smith Family Trust, H089
 Waikuku Methodist Church, K Mounter, H088
 The Priory, Cust, R Harper, H006
 Cottage at Edward Street, Rangiora, C and LM Channell, H057
 Methodist Church, Rev D I MacLeod, H085
 Redwoods, P and C Dallimore, H044
 Bank of New Zealand and Fence, P E Ayres, H012
 Tisbury Cottage, A Marion, H007
 Wolfs Road Suspension Foot Bridge, Cust Historical Society, H008
 House at Seddon Street, Rangiora, C and J Ingham, H070
 Cust War Memorial and Field Gun Site, Group Captain G L Wood, H091
 Longstone Kanuka Block, Miles Giller for Landcorp Farm, V117
 Glentui River, Rivers/Spinner Partnership, V013
 Sladdens Bush Road, Lyndon Reynolds, V049
 Tawai Bush, Anthony Holcroft, V057
 Boundary Road Shrub, N and T Souness, V007
 Kanuka Blocks, Justin Taylor, V104, 105, 106

CARRIED

Miles Giller

From: "Simon Johnson" <simonj-hrs@clear.net.nz>
To: "Miles Giller" <broadleaf@actrix.gen.nz>
Sent: Wednesday, October 26, 2005 3:30 PM
Subject: E062 Taylors Bush broom control 26.10.05

Tax Invoice		Date	26/10/2005	E062
To Address	Audrie Miles Taylors Bush C/o Miles Giller Waimakariri District Council	From Address	Habitat Restoration Services 163 Keyes Road North Beach CHCH 7 V056	
Qty	Description	\$		
	2 crew travel to site on Oct 18, cut and paint broom using 5% tordon gell.	\$440.00		
GST No 19760456		Total exclusive GST	\$440.00	
Credit Accn No 030802016908600		GST	\$55.00	
Simon Johnson 03 3821138 (hm): 021 2371566 (wk)		Total inclusive GST	\$495.00	

- Jeff re
GST

No virus found in this incoming message.

Checked by AVG Anti-Virus.

Version: 7.0.344 / Virus Database: 267.12.5/149 - Release Date: 10/25/2005

GL 80046217

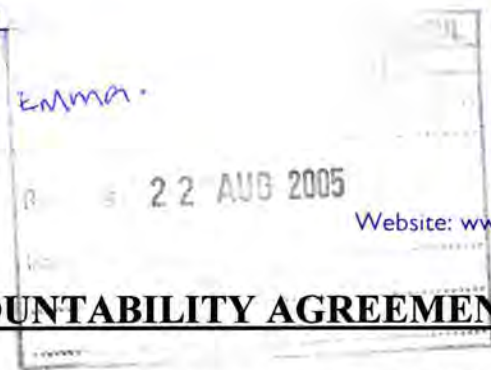
Approved for payment.

VM Parley
DPM 27/10/05

10/26/2005



S48-024-047
0508 22042
215 High Street
Private Bag 1005
RANGIORA 8254
New Zealand



Phone: (03) 313 6136
or: (03) 327 6834
Fax: (03) 313 4432

Website: www.waimakariri.govt.nz

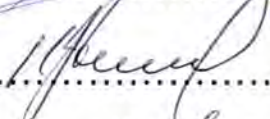
CONTESTABLE FUND ACCOUNTABILITY AGREEMENT

FUNDING AGREEMENT BETWEEN WAIMAKARIRI DISTRICT COUNCIL AND N & A MILES

1. Noel and Audrey Miles (“the applicant”) has applied to the Waimakariri District Council for the Waimakariri Contestable Fund.
2. The application describes the work for which the applicant sought funds.
3. The Waimakariri District Council agrees to give \$550.00 to the applicant for gorse and broom control in the manner described by the applicant.
4. The applicant agrees to spend the \$550.00 for that purpose within one year of the grant.
5. The applicant agrees to advise the Council in writing when the funds have been spent for that purpose.
6. The applicant further agrees to allow an officer of the Council access to the site to see the work on which the funds were spent when it is completed.

Signed by:

pe. .....(applicant)

.....(for Waimakariri District Council)

Dated:.....16/8/05.....

Our Reference: 548-024-047/05081100009

16 August 2005

Mr & Mrs A N Miles
C/- Miles Giller
308 Rangiora-Woodend Road
KAIAPOI RD1

Dear Sir/Madam

CONTESTABLE FUND GRANT FOR WORK ON SITE NO. V056

Please find enclosed a funding agreement between you and the Council, confirming the amount granted and the purpose of the grant. There are two originals, please sign them both, return one to me in the enclosed envelope, and retain one for your reference.

By now, I will have spoken with you regarding the method of allocating the grant money. Please contact me when you require reimbursement for the work or prior to the work commencing, depending on our agreed method.

Please do not hesitate to call me on 03-313-6136 extension 884 if you have any queries.

Kind regards.

Yours faithfully

Emma Frazer
Resource Management Planner

CONTESTABLE FUND ACCOUNTABILITY AGREEMENT

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Signed by:

.....(applicant)

.....(for Waimakariri District Council)

Dated:.....

Our Reference: 548-024-047/ 05070600036

7 July 2005

Miles Giller
308 Rangiora-Woodend Road
KAIAPOI RD1

Dear Sir/Madam

APPLICATION TO WAIMAKARIRI CONTESTABLE FUND 2005 – V056

I am pleased to advise you that your application to the Waimakariri Contestable Fund 2005 has been successful. The Resource Management & Regulatory Committee will be confirming the decision and the amount of the grant at its meeting on Tuesday 19 July 2005. You are invited to attend the meeting at the Rangiora Council Chambers and to join the Mayor and Committee after the meeting for afternoon tea. I will be in contact you regarding the approximate time, and again after the meeting to complete Council paperwork and details regarding allocating the money.

Please contact me if you have any queries on 03-313-6136 ext 884.

Yours faithfully

Emma Frazer
Planning Officer Consents



THE WAIMAKARIRI CONTESTABLE FUND

**Acknowledgement of listed notable trees,
heritage sites and vegetation and habitat
sites**

APPLICATION FORM

APPLICATIONS CLOSE AT 5PM ON TUESDAY 31ST MAY 2005

Applications must be posted or delivered to:

The Waimakariri Contestable Fund
Waimakariri District Council
215 High Street
Private Bag 1005
RANGIORA 8354

*If you have any questions about the fund, contact Emma Frazer at the Council,
or Ph. (03) 313 6136; or email emma.frazer@wmk.govt.nz*



WAIMAKARIRI
DISTRICT COUNCIL

Please read 'Notes for Applicants' and 'Purpose and Outcomes' before completing this form.

PART A – Details of applicant

Name of applicant:				Miles Giller			
Name/status of contact person for this application:				Regional Representative, QE II National Trust			
Address of applicant:				308 Rangiora Woodend Road R.D.1 KAIAPOI 8252			
Phone:	313 5315	(work)	313 5315	(home)	313 5315	(fax)	
E-mail:	broadleaf@actrix.gen.nz						
Name and contact details of landowner (if different from applicant):							
Noel & Audrey Miles							
Fernside R.D.1 Rangiora							
Phone:	3125785	(work)	3125785	(home)	—	(fax)	
E-mail:	—						

PART B – Summary of work

Aim of project (brief):	To control gorse and exotic broom plants in amongst native shrubs at 'Taylors Bush' covenant, Oxford. (Site V 056).
Date project started:	Winter 2005
Expected duration and staging of project, including expected costs of each stage:	A contractor will spend 1 day on site, cutting and stump-treating any gorse, broom, or other exotic weeds encountered. The quoted cost (including travel, labour, and chemicals) is \$550

If you are granted funds, specify how and when they will be spent:

Funds will be spent on controlling woody exotic weed species in the native shrubland portion of the QEII covenant. The contractor will complete the job this winter (2005)

Have you applied to any other fund for this project? (eg: Ecan Environment Fund) If so, what fund? How much was applied for? How much, if any, has been granted?

No other application made.

PART C – Detailed description of project

DESCRIPTION

Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

Gorse, broom (and to a lesser extent hawthorn) are becoming established in semi-open shrubland portions of a QEII covenanted area of bush. This shrubland contains a particularly healthy population of the rather uncommon mistletoes Korthisella clavata and Korthisella lindsayi. The threatened plants Coprosma pedicellata and Coprosma subconica (both 'Gradual Decline') are also present. Thus, professional assistance is required (stump-treatment rather than spraying).

WORK TO DATE

Describe any work that has been carried out to-date toward the project (eg: restoration, fencing, pest control, planting, planning and design, etc)

The area is legally protected by way of a QEII covenant, and has been fenced from livestock with funding provided by the land-owners and QEII. The landowners have endeavoured to control broom and gorse, and the QEII rep has controlled most hawthorn. Due to the physical & financial constraints of the owners and QEII, a contractor is required to get on top of these weeds.

FUTURE MANAGEMENT

Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

The site is already legally protected by way of a QEII covenant. The landowners retain the responsibility for managing the biodiversity values on the land with some assistance from QEII. A few woody weeds have recently proliferated, and funding is sought to manage these so that the landowners and QEII can then maintain control.

The site is also subject to regulatory protection under the Waimakariri District Plan (Site V056).

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work?

Yes No

(See species list, aerial photodiagram, and photos, attached).

PART D – Acknowledgement

I confirm that:

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign the accountability agreement (see attached form).
2. The answers given on this form are true and correct.
3. The funds will be spent by the applicant in the manner declared in this application.
4. If the applicant is a group, I will be personally responsible for how the funds are spent.
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application.
6. I have read and agree with the 'Notes for Applicants' below.

Signed



Name (please print)

Miles Giller (QEII representative)

Date

28/05/05

NOTES FOR APPLICANTS

1. The purpose of the fund is to encourage and assist with voluntary work that benefits the natural and built environment for projects associated with notable trees, heritage sites and vegetation and habitat sites listed in the District Plan.
2. The focus is on projects that best meet the purpose and outcomes of the fund.
3. The fund is open only to residents and ratepayers of the Waimakariri District – individuals or groups – for work relating to either private or public land.
4. It is a contestable fund, in which there is a variable amount each year. That sum will be distributed among the successful applicants. If there are no applications or no appropriate projects, the fund may not necessarily be distributed either in whole or in part each year.
5. Successful applications will be decided by the Councils Resource Management and Regulatory Committee. Council staff, with expert advice where necessary, will make recommendations to the committee.
6. The fund is not available:
 - a. For work that there is a legal obligation to do;
 - b. To compensate for work already done. It is intended to assist with the cost of future work;
 - c. For the entire cost of a project. It will compliment the applicant's contributions;
 - d. For beautification projects, or to support those driven primarily for financial gain; or
 - e. To projects which have been past recipients of the fund.
7. The application must be a signed original of this application form.
8. We encourage applicants to attach any supporting documents, such as plans, diagrams, maps, photos, cash flow projections.
9. Applications without any supporting documents will still be considered, but applicants may be asked for more information.
10. The decision-makers are likely to request to see the sites.
11. The Council hereby undertakes to all applicants that information concerning private property supplied in the application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application, or for the publicity purposes referred to below.
12. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.
13. Applications will be assessed during June and July. It is intended to distribute the funds at a function in late July, early August.
14. The money granted is to be spent by the successful applicant within two years of the grant. The recipient will be required to complete a signed "accountability form" when the funds have been spent, confirming that they have been spent in the way set out in the application.

WDC logo

CONTESTABLE FUND ACCOUNTABILITY AGREEMENT

FUNDING AGREEMENT BETWEEN WAIMAKARIRI DISTRICT COUNCIL AND XXX

1. ("the applicant") has applied to the Waimakariri District Council for the Waimakariri Contestable Fund.
2. The application describes the work for which the applicant sought funds.
3. The Waimakariri District Council agrees to give \$..... to the applicant for in the manner described by the applicant.
4. The applicant agrees to spend the \$..... for that purpose within one year of receipt of that sum.
5. The applicant agrees to advise the Council in writing when the funds have been spent for that purpose.
6. The applicant further agrees to allow an officer of the Council access to the site to see the work on which the funds were spent when it is completed.

Signed by:

.....(applicant)

.....(for Waimakariri District Council)

Dated:.....

PURPOSE AND OUTCOME OF THE FUND:**PURPOSE:**

Vegetation and habitat sites	Support appropriate management proposals for vegetation and habitat sites.
Heritage sites	Provide assistance to owners of listed heritage resources to encourage the retention, reuse and conservation of the those resources by; (b) Funding sustainable management projects... to assist with the retention of heritage values.
Notable trees	Provide assistance to owners of listed notable plants to encourage retention, and conservation of those resources by; (b) Funding sustainable management projects.

OUTCOMES:

Vegetation and habitat sites	Appropriate management for vegetation and habitat sites.
Heritage sites	The retention, reuse and conservation of heritage values
Notable trees	Retention, and conservation

Taylor's Bush.

136



Dec 1998

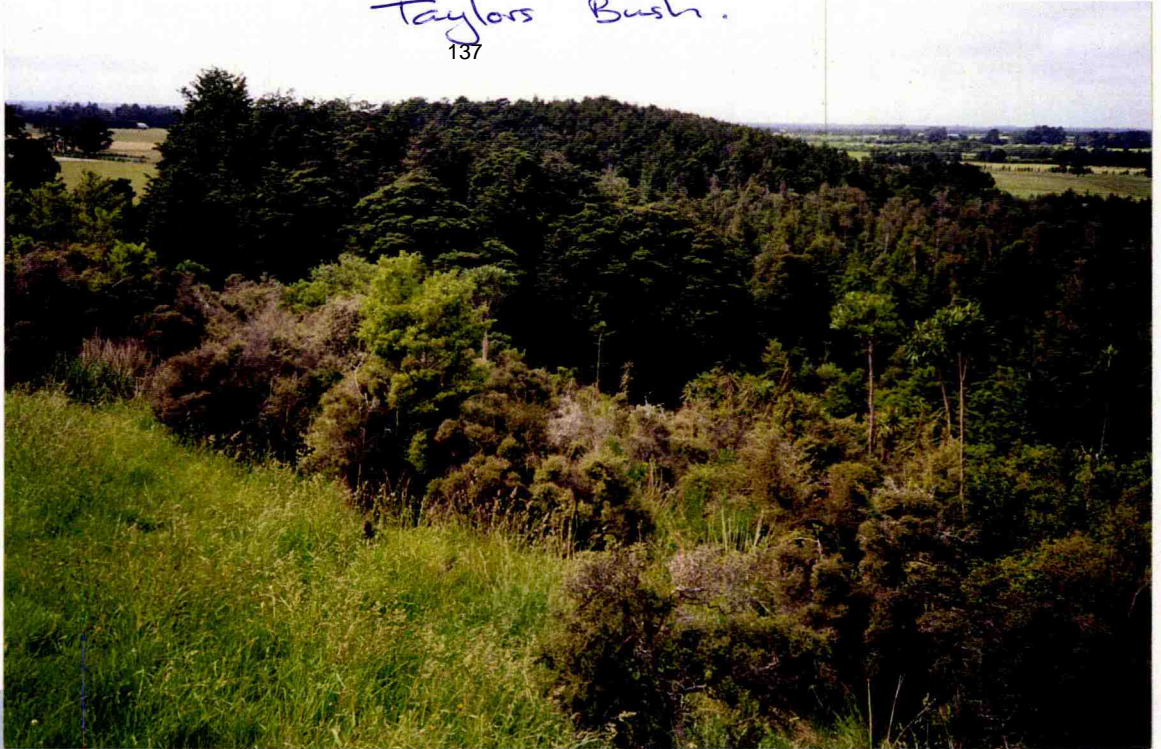


Oct 2001



Sept 2002

Taylor's Bush.
137



Dec 1998



Oct 2001



Sept 2003



TOTAL COVENANT AREA: 8.3000 ha

CLM
 REGISTERED SURVEYOR 2/12/96
 Photography: Air Logistics (NZ) LTD
 Ref. 302469
 Date: 25/5/1995
 Crown Copyright.

KEY
 Appellation Boundary ———
 Title Boundary — CT_CT
 Covenant Boundary ———

QUEEN ELIZABETH II NATIONAL TRUST

OPEN SPACE COVENANT
within

RS 16981

CANTERBURY LAND DISTRICT

Prepared by: Survey Services, Terralink New Zealand Limited

This is to certify that the Protected Area shown can be defined.



R. Moulton 21/11/97 CHIEF SURVEYOR

Approved: *A.M. Miles* Registered Proprietor

5/11/04

Checklist of plants
Forest Remnants - Coopers Creek

K = Karaitiana's bush

T = Taylor's Bush

* = species of interest



<u>Trees and shrubs</u>		<u>K</u>	<u>T</u>
Carpodetus serratus	putaputaweta	X	X
Coprosma crassifolia	coprosma	X	
C. linariifolia	yellow wood	X	X
C. microcarpa	coprosma		X
*C. obconica	"	X	X
C. "oliveri" (= parviflora) (= 'pet')	"	X	X
C. propinqua	"	X	X
C. rhamnoides	"	X	X
C. rigida	"	X	X
C. rotundifolia	"	X	X
*C. "violacea" (= pedicellata)	"	X	X
Corokia cotoneaster	korokio	X	
Crataegus monogyna	hawthorn	X	
Cytisus scoparius	broom	X	
*Dacrycarpus dacrydioides	kahikatea	X	X
*Dacrydium cupressinum	rimu		X
Elaeocarpus hookerianus	pokaka	X	X
Griselinia littoralis	broadleaf	X	X
Leptospermum scoparium	manuka	X	X
Lophomyrtus obcordata	myrtle	X	X
Myrsine australis	mapou	X	
M. divaricata	weeping mapou	X	X
Neomyrtus pedunculata	myrtle	X	X
*Nothofagus solandri	black beech	X	X
Olearia rugosa	tree daisy		X
*Pittosporum divaricatum	pittosporum	X	X
Podocarpus hallii	Hall's totara		X
P. spicatus	matai	X	X
*Pseudopanax anomalus	pseudopanax	X	X
Ps. arboreus	fivefinger		X
Ps. crassifolius	lancewood	X	X
Pseudowintera colorata	pepperwood	X	X
Rosa rubiginosa	sweet brier	X	X
Rubus fruticosus agg.	blackberry	X	X
Ulex europaeus	gorse	X	X

Grasses and like plants

		<u>K</u>	<u>T</u>
<i>Astelia fragrans</i>	bush flax	X	X
<i>Agrostis tenuis</i>	browntop	X	X
<i>Anthoxanthum odoratum</i>	sweet vernal		X
<i>Carex coriacea</i>	sedge	X	X
<i>C. dissita</i>	"	X	X
<i>C. ovalis</i>	"		X
<i>C. secta</i>	"		X
<i>C. solandri</i>	"	X	
<i>C. virgata</i>	"	X	X
<i>Cynosurus cristatus</i>	crested dogstail	X	
<i>Dactylis glomerata</i>	cocksfoot	X	
<i>Holcus lanatus</i>	Yorkshire fog	X	X
<i>Juncus bufonius</i>	toad rush	X	
<i>J. distegis</i>	rush	X	X
<i>J. filicaulis</i>	"		X
<i>J. gregiflorus</i>	"	X	X
<i>Lolium perenne</i>	perennial ryegrass	X	
<i>Microlaena avenacea</i>	bush ricegrass		X
<i>Phormium tenax</i>	flax		X
<i>Scirpus reticularis</i>	sedge	X	X
* <i>Uncinia distans</i>	hooked sedge	X	
<i>U. uncinata</i>	" "	X	X
<i>Uncinia sp.</i>	" "		X


Climbers and parasites

		<u>K</u>	<u>T</u>
* <i>Alepis flavida</i> (= <i>Elytranthe</i>)	yellow mistletoe		X
* <i>Carmichaelia kirkii</i>	climbing broom	X	
<i>Clematis paniculata</i>	white clematis	X	X
* <i>Korthalsella clavata</i>	dwarf mistletoe	X	X
<i>Muehlenbeckia australis</i>	pohue	X	
<i>M. complexa</i>	"	X	X
<i>Parsonsia heterophylla</i>	N.Z. jasmine	X	X
<i>Rubus australis</i>	lawyer		X
<i>R. cissoides</i>	"		X
<i>R. schmidelioides</i>	"	X	X

Herbs

<i>Acaena anserinifolia</i>	bidibidi	X	X
* <i>A. "pusilla"</i>	"		X
<i>Gnaphalium sphaericum</i>	cudweed		X

3.

Hydrocotyle americana	pennywort	X	
Hypochoeris radicata	catsear		X
Pratia angulata	pratia		X
Prunella vulgaris	selfheal	X	X
Ranunculus repens	buttercup	X	X
Senecio minimus	fireweed	X	X
Trifolium repens	white clover	X	
 <u>Ferns</u>			
Asplenium flabellifolium	necklace fern	<u>K</u>	<u>T</u>
A. terrestre	ground spleenwort	X	
Blechnum discolor	crown fern	X	X
B. fluviatile	creek fern		X
B. "latifolia"	little kiokio		X
B. minus (R.Br.) Eittings	swamp kiokio		X
B. penna-marina	little hard fern	X	X
Hypolepis tenuifolia	pigfern		X
Polystichum vestitum	prickly shield fern	X	X

B.P.J. Molloy
14.11.79

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: BAC-03-69 / 230105000657

REPORT TO: COMMUNITY AND RECREATION COMMITTEE

DATE OF MEETING: 21 February 2023

AUTHOR(S): Vanessa Thompson, Senior Advisor Business & Centres

SUBJECT: Placemaking Initiative

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


General Manager


Acting Chief Executive

1. SUMMARY

- 1.1. This report seeks endorsement and approval from the Community and Recreation Committee for a small placemaking project and to allocate \$2,000 from budget code 10.484.670.2465 (Economic Development) towards the initiative proposed from late February to late-March 2023 on the grounds of the Rangiora Service Centre.
- 1.2. The budget will be spent on large outdoor games for the community's use that will be placed on the pavement and/or lawn area in front of the Rangiora Library from Monday to Friday during business hours.
- 1.3. The games will be stored within the library offices outside of business hours and utilised by the library in their story time area over the course of 2023 once the summer period concludes, to be reused again outside over summer 2023/24. The games can also be used in other town centre locations to support specific area programming, such as in Good Street laneway.
- 1.4. This project is part of a wider Council placemaking programme initiative led by the Greenspace Unit and involving other staff from various units tasked with initiating small, low-cost placemaking interventions around the Rangiora town centre in support of businesses that operate centrally and to increase its appeal as a destination.
- 1.5. Placemaking is an important tactic for the district that (if applied consistently) might help further elevate our town centre areas, helping them to compete more with the increasing trend towards and convenience of online shopping by providing a stronger value proposition for residents and visitors through a diverse range of physical experiential activities, i.e., business, retail, cultural and community activities in one compact location.

Attachments:

- i. 220725126164 – MTO Memo Rangiora Vibrancy Pilot

2. RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 23010500065
- (b) **Endorses** the project and the general approach toward low-fi placemaking initiatives implemented by Council staff to date, as listed in this report;

- (c) **Approves** the proposed \$2,000 budget from budget code 10.484.670.2465 (Economic Development) for the purchase of large outdoor games and/or other programming expenses linked to this project.

3. **BACKGROUND**

- 3.1. A memo (220725126164) was submitted to the Management Team in early August 2022 proposing a Rangiora town centre vibrancy pilot that sought to deliberately programme temporary activity – small pop-up events involving music, crafts and cultural activities – within strategic central locations in support of local businesses (some were still doing it hard following Covid) and to counterbalance the increasing trend toward online purchasing cemented as the new norm during Covid lockdowns. Research points to the benefits of retail infrastructure being integrated with other developments or attractions (temporary events, pop-ups etc.) which offer a stronger value proposition for consumers that exceeds the convenience of online purchasing. Feedback from the Management Team was to revisit the initiative in the latter half of 2023 as the timing in 2022 wasn't right when taking into account the proposed budget implications (\$50,000 for an 8-week schedule of deliberately programmed activities including coordinator fees) against various financial year budget considerations.
- 3.2. The Greenspace Team independently facilitated a placemaking workshop for select Council staff in mid-September run by Mike Fisher (Urban Tacticians), who is a highly experienced practitioner and leader that has worked for over 20 years in placemaking, strategic planning and urban regeneration projects across Australia, New Zealand and the United Kingdom. This purpose of the workshop was to upskill and empower staff in the area of placemaking in order to springboard placemaking cross-unit project teams that would implement low-cost, low-fi activities across the town centre during the summer 2022/23 period.
- 3.3. Various low-level activities took place between November 2022 and January 2023, as led by Council staff:

(a) Chalk art in Good Street

- 21/12/2022 – community chalk art under the theme of 'what do you love about Christmas'. Around 80-100 pax in attendance, many children contributing their designs to the street surface (image 1). Event considered highly successful by staff due to the level of engagement/community feedback.
- 31/1/2023 – Around 20 pax in attendance.

Image 1: Good Street community chalk art
21 December 2022



(b) Roaming Piano

- October 2022 – a piano was placed in the public spaces (under cover next to the Greenspace offices) outside the Ashley building. Staff running this event deemed it successful due to the level of engagement by members of the public and the positive feedback received. Those using it were mainly under 17 years of age, including use by young children/toddlers. This initiative will be continued throughout 2023, and the piano returned to a covered public spot once the exterior has been painted by a local artist.

(c) Bean Bags

- October 2022 – six large outdoor bean bags were purchased for \$1,450 + GST (approx.) from exiting greenspace budgets and placed on the lawn in front of the library during business hours. An additional four bean bags (previously pre-purchased) were repositioned from in front of the service centre to the library lawn, making 10 beans bags available for public seating. The bean bags have been hugely successful and widely utilised by the community – particularly on sunny days.

3.4. The proposed placemaking initiative in this report builds on the success of the above interventions, which have proved to be very popular with the community.

4. ISSUES AND OPTIONS

4.1. The following games would be purchased from the Big Game Company at a total cost of \$1,485.22 (gst exclusive) or \$1,708 (gst inclusive).

Giant Tumble Tower (\$228.70)



Mega Connect Four (\$511.30)



Checkers (\$337.39)



Giant Chess Set (\$407.83)



4.2. It is anticipated that the remaining \$511.78 would be allocated toward freight delivery costs which are determined by The Big Game Company once the items are purchased and/or other project discretionary costs.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The wider community may respond favourably to the games as a fun social activity to complete during their down time.

- 4.3. 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. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. While this small initiative may be of general interest to the community, as it's primarily focused on the provision of pre-purchased outdoor games and not community-led events/activities, it's unlikely to be of significant interest to community groups who might otherwise have signalled interest in the programming opportunities proposed under the vibrancy pilot.

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 may respond favourably to the games as a fun social activity to complete during their down time

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

This budget is not included in the Annual Plan/Long Term Plan.

There are financial implications from the decisions sought by this report. The project is currently unbudgeted, but the budget of \$2,000 will be allocated from surplus budget within code 10.484.670.2465 (Economic Development).

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 risks arising from the adoption/implementation of the recommendations in this report. There is a high potential for game pieces to go missing. Big Game Company carry spares of all the game pieces which can be purchased independently of the game boards. There is a risk that the games may get stolen. Keeping them in front of the library allows library staff to periodically check on the games and their use, plus the area also supports high foot traffic which may help deter theft.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. The games could present trip hazards, so need to be positioned in appropriate locations to ensure pedestrian thoroughfares remain clear.

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

7.3. Consistency with Community Outcomes

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

There is a strong sense of community within our District

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

7.4. Authorising Delegations

The Community and Recreation Committee has the delegated authority to consider operational budget requests and changes in the area of Community and Recreation.

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: BAC-03-69 / 220725126164

DATE: Monday 1 August 2022

MEMO TO: Management Team

FROM: Vanessa Thompson – Senior Advisor, Business and Centres

SUBJECT: Rangiora Town Centre Vibrancy Pilot

PURPOSE

The purpose of this memo is to seek feedback from the Management Team about a town centre ‘Vibrancy Pilot’ that could be delivered in the Rangiora town centre across the summer of 2022/23 or 2023/24.

BACKGROUND

In April this year, staff completed some research related to a pilot programme of place/space activity in our town centres, with the intent to:

- Draw people back into the town centres, encouraging them to patronise local businesses.
- Encourage the community to engage and mix with one another socially, and be comfortable doing so in the post-peak Covid environment.

Largely, the pilot was motivated off the back of Covid-19 and the desire to support business recovery in our town centres (esp. retail) as a result of the impact on local trade and the effect of changing consumer consumption patterns.

While we are past the Covid-19 peaks and a sense of relative normalcy has returned to our communities with the loosening of Covid-19 restrictions by Government, consumers’ attitudes and behaviour towards online shopping as a result of the many lockdowns/restrictions have cemented it as a “new norm”. International trends now show gradual consumer shifts to online retailing at the expense of some bricks and mortar stores.¹

Figures 1 and 2 below provide insight into online purchasing behaviours in New Zealand that mirror the global trends. Aside from the usual Christmas period increases, surges in online retail are noticeable during the Mar-May 2020 lockdown and Aug-Sep 2-21 lockdown (mainly effecting Auckland). While the data is reflective of New Zealand as a whole, it likely matches what is happening in Christchurch at the micro level (and the wider Canterbury region).

This is of particular issue for ‘ma and pa’ stores in our Waimakariri town centres or those without seamless online retail presences who have struggled to pick up their past custom levels. Anecdotal feedback from businesses is that some are still doing it hard with the compounding effect of changing consumption patterns, supply chain interruptions, CPI increases and the like.

¹ J, Kim; J, Park. A consumer shopping channel extension model: Attitude shift toward the online store. *J.Fash. Mark. Manag.Intl.J.* **2005**, 9, 106-121. [CrossRef].
Doherty, N.F; Ellis-Chadwick, F. Internet Retailing: The past, the present and the future. *Int.J.Retail. Distrib.Manag.* **210**,38, 943-965. [CrossRef].

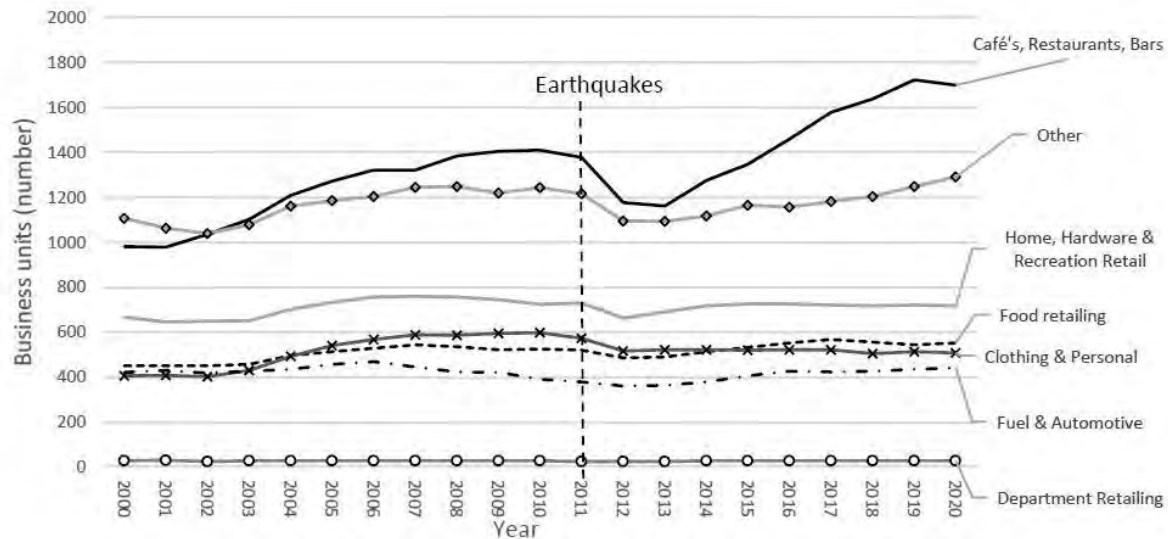


Figure 1 – Christchurch Retail Business Units, 2000-2020. Source Statistics New Zealand, 2021.

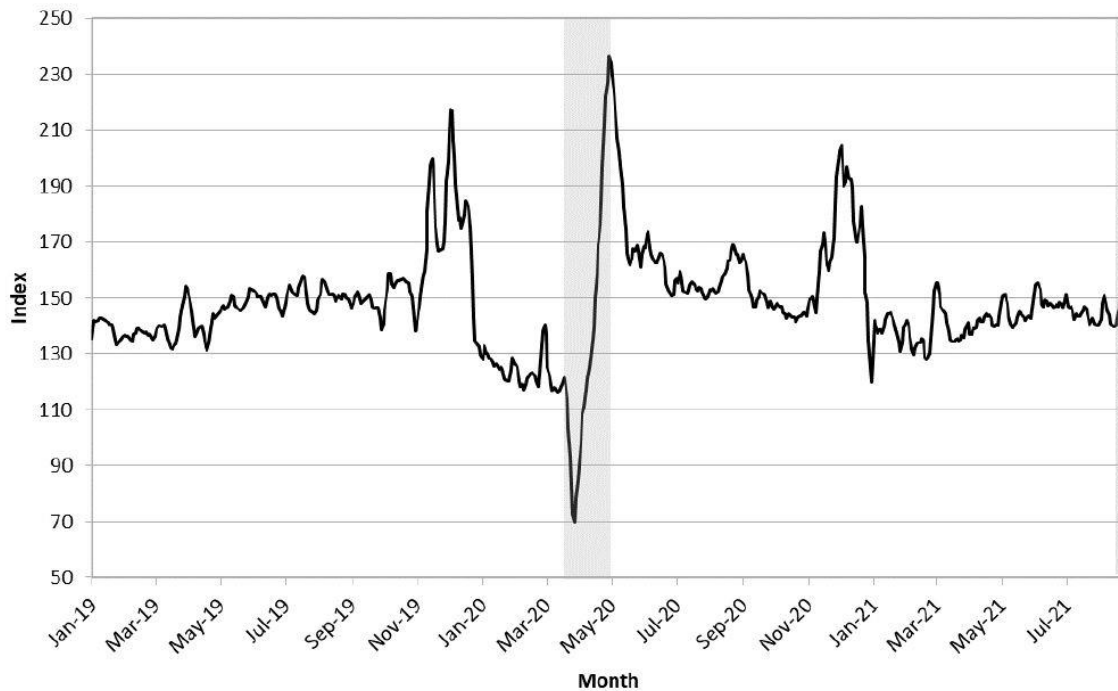


Figure 2 – Online retail trend in New Zealand; January 2019-July 2021. Source: derived from Kerr & Couchman, 2021.

The disruption to bricks and mortar retailing from online purchasing will be ongoing, potentially exacerbated in the future by other localised and/or regional disruptions (i.e. disasters, pandemics etc.) which serve to drive increased online purchasing behaviour in the absence of or access to physical stores².

In the face of increasing online purchasing, retail infrastructure in centres that are integrated with other developments or attractions (temporary events, pop-ups etc.) offer more of a value proposition for consumers that goes beyond the convenience of online shopping experiences, especially when places are designed to be pedestrian friendly and link into public transport networks.³ Strong bricks and mortar retail

² Dyson, D; Fieger, P; Prayag, G; Hall, M.C. The triple blow effect: retailing in an era of disasters and pandemics – the case of Christchurch, New Zealand. *Sustainability* **2022**, 14, 1779.

³ Dyson, D; Fieger, P; Prayag, G; Hall, M.C. The triple blow effect: retailing in an era of disasters and pandemics – the case of Christchurch, New Zealand. *Sustainability* **2022**, 12, 1779.

can contribute to a sense of vitality and attractiveness, helping to cement a centre’s brand which can attract increased visitation and expenditure. It can also play an important part in the economic fabric by supporting the economic prosperity of co-located businesses⁴.

Christchurch centre city provides a good example, where the city centre has increased its market share of spending since the 2011 earthquakes and Covid-19 disruptions (Figure 3) compared to other key shopping locations in the suburbs (Hornby, Papanui, Riccarton)⁵. The value proposition of hospitality and entertainment (Figure 4) alongside the strong retail offerings makes it a more attractive destination for consumers. In the case of Christchurch, however, the town centre (due to its sparse residential population) has become a weekend “destination” for city wide residents, pointing to the importance of re-establishing the social fabric of the inner city as an attractive place to live to support a more diversified economic fabric.

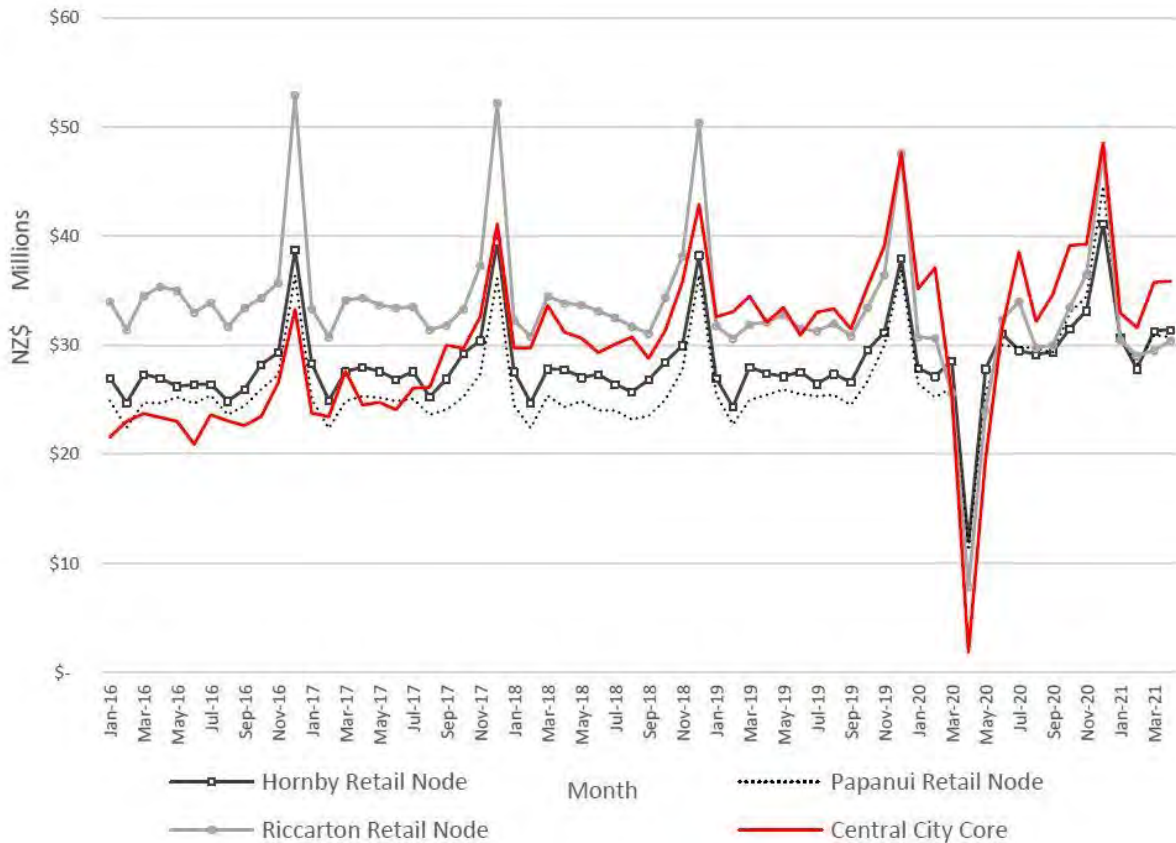


Figure 3 – Comparison of retail spending for major nodes in Christchurch, 2016-2021. Source: Verisk, New Zealand, 2021.

⁴ Kallstrom, L; Persson, S; Westergren, J. The role of place in city centre retailing. *Place Branding Public Dipl.* **2021**, 17. 36-49. [CrossRef].

Zenker, S. How to catch a city? The concept and measurement of place brands. *J.Place Manag. Dev.* **2011**, 4, 40-52. [CrossRef].

⁵ Dyson, D; Fieger, P; Prayag, G; Hall, M.C. The triple blow effect: retailing in an era of disasters and pandemics – the case of Christchurch, New Zealand. *Sustainability* **2022**, 8, 1779.

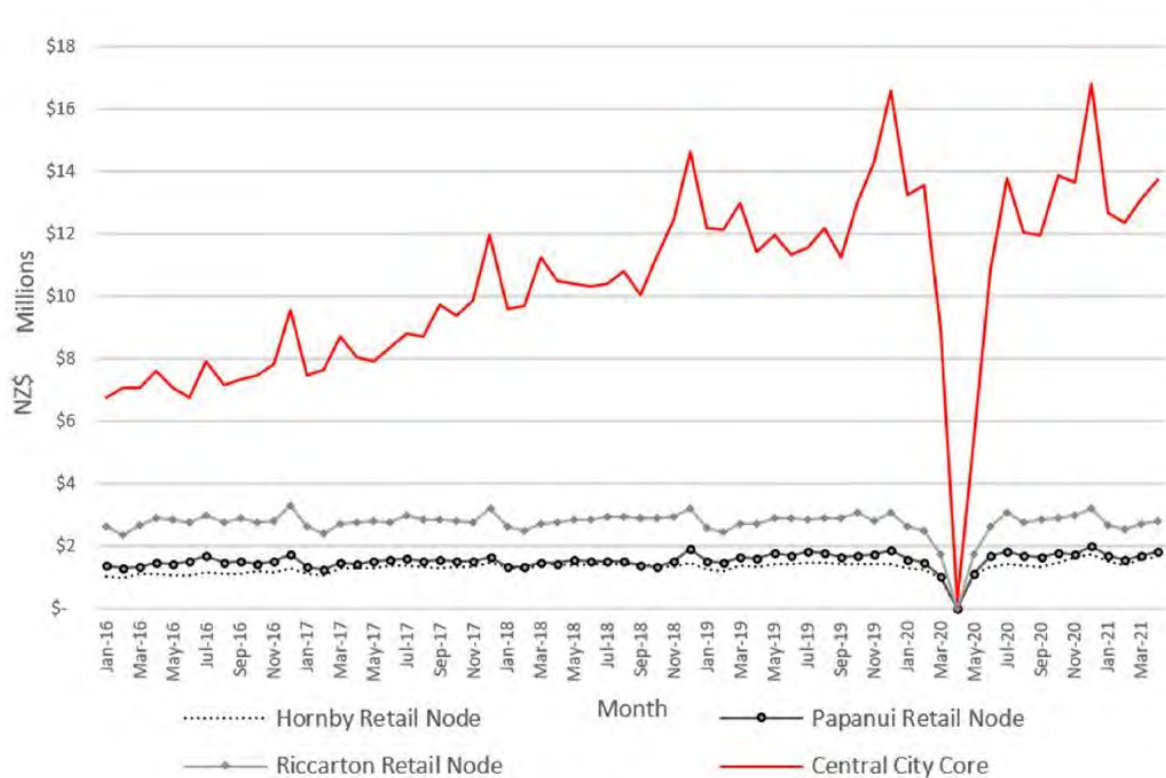


Figure 4 – Spending on hospitality and entertainment per major node, 2016-2021. Source: Verisk, New Zealand, 2021.

In support of Waimakariri’s town centres vulnerability in the face of online purchasing trends, there is a case (as evidenced through Christchurch CBD’s road to recovery) for ongoing activity and vibrancy (small events, pop-ups etc.) which can add more ‘value added’ appeal. Establishing the right mix of activity in well-designed spaces/places helps shape the identity and attractiveness of our centres. Longer term success will be dependent on these elements – retail, business, recreation, communal facilities and other temporary activity/events positively contributing to the economic and social fabric of our towns, offering more of an enriching experience than can be found through online purchasing.

VIBRANCY PILOT PROPOSITION

The Idea

To support the ‘value added’ proposition in our town centres and to incentivise increased community/visitor engagement, the vibrancy pilot seeks to trial a programme of activation in the Rangiora town centre during the summer months of 22/2023 or 23/2024.

This pilot could be diverse incorporating a range of low-fi (low level/scale) activations - arts/crafts, sports, ideas, community/hobby activities or events etc. The activity could occur in a range of town centre spaces/places – Durham Street carpark, Council/Library service centre lawns, Good Street laneway, Conway Lane, Victoria Park, public carparks etc. Ideally, any space that is fit for purpose and can be utilised appropriately in a creative, dynamic, engaging or original way by the community.

The pilot would be led by Council and deliberately programmed by a facilitator, but may involve collaboration between a range of delivery partners – community organisations, businesses, event coordinators, passionate community members etc. – who may be interested in engaging with the project in their various capacities. A collaborative approach would (hopefully) generate new connections, ideas and relationships, and leverage the pilot’s small budget to achieve a bigger impact for the community.

Rangiora is best suited to test the pilot given its principal role as the service town for 67% of the District’s population. It already has its own gravitational pull in attracting visitors due to the number of businesses

and recreational facilities in the town, and may generate more interest if the core town features are underpinned by a low-level vibrant programme of summertime activity.

Budget and Staffing

A budget of \$50,000 would be required to support the appointment of a pilot facilitator (circa \$20k-\$25k) and direct funding (\$25k-\$30k) for the programme of activities including marketing.

- Pilot Facilitator (circa \$20,000-\$25,000): Likely a Grade 13-15 role, depending on job sizing and applicant competency. Ideally, looking to pay an equivalent FTE role circa \$65,000-75,000 per annum on a pro-rata basis in accordance with part-time hours and the budget allocation. The slightly higher wage (for a facilitator role) is reflective of the skill that is required to be a competent artistic/event programmer.
- Activity Programme (circa \$20,000): A minimum 8 weeks of intensive activity with a budget of \$2,500 (approx.) per week which might support multiple events, depending on the activity and proposed scale. The weekly budget would be allocated pro-rata depending on the programme's duration.
- Marketing (\$5,000): Promotion of the activity programme across the internet, social media channels, print advertising, posters/brochures etc.

There is currently no budget provision included in the Long Term Plan to support this initiative. Therefore new budget would need to be sourced and approved by Council for a pilot to commence.

Delivery Timeframe

OPTION 1 – November 2022 to March 2023

- (i) Apply to CNZ Creative Communities or the Waimakariri Event Fund (administered by Enterprise North Canterbury) in the August 2022 for up to \$10,000 to support low-scale event activity across November/December 2022 in the Rangiora town centre. The maximum application limit is \$5,000 for the Waimakariri Event Fund; and only one of the funds can be applied to. The November/December event activity would have to be programmed by existing Council staff, i.e. Strategy & Business Unit, Greenspace or Library staff etc.
- (ii) Seek additional funding from Council (the remaining shortfall from the total anticipated project budget of \$50,000) in September 2022 to continue the pilot from mid/late-January through to the end of March 2023. This activity would be programmed by a new staff facilitator, contracted on a fixed-term basis specifically for the duration of the pilot.

OPTION 2 – February to March 2023

The delivery timeframe would be summer/early autumn 2023, noting that the first three weeks of January would be lightly programmed as many people may be outside of the District. This activity would be programmed by the new staff facilitator.

- 6th September: Council meeting and budget approval.
- Early October: Facilitator role advertised
- Mid November: Role appointed
- Early to Mid-December: Role commences
- Late January 2023: Pilot starts
- 31 March 2023: Pilot concludes

OPTION 3 – November 2023 to March 2024

The delivery timeframe would be summer 2023 through to early autumn 2024, with a longer lead in time for the pilot facilitator (ideally 3-4 months) before the pilot starts.

Programme Content

If the desire is to deliver the pilot across summer 2022 through to early autumn 2023, then given the short lead in time it would be prudent to focus on easily programmable activity, i.e. busking, small music gigs/concerts, slam poetry, public art interactions and other easy interventions.

Instead, if opting for summer 2023 through to early autumn 2024, then in addition to the above, activities that are more complex and require longer lead in times plus partnership considerations might be pursued, i.e. working in depth with local organisations/community groups to include some of their offerings in the mix.

Measuring Success

The pilot's low level of consistent activity is unlikely to have any meaningful effect on town centre spending measurable via Marketview or other quantitative means. Focusing on qualitative feedback (community and business surveys) to assess the pilot's impact, would be the obvious choice for measuring community perceptions of the town centre, i.e. its appeal/attractiveness and value add before and after the pilot has commenced. However, decision makers will need to be comfortable that these programmes may never evidence their ability to lead significant change, but the combined effect of a range of factors (including these interventions) may contribute to the sense of 'appeal/placemaking' and the value add proposition for the community over time at a destination.

STRATEGIC CONTEXTUAL

A couple of relevant Council strategies are planned that directly relate to the vibrancy pilot.

Placemaking Strategy

The Long Term Plan currently includes budget provision of \$50,000 for the formation of a Placemaking Strategy in 2022/23. Due to staffing capacity issues, this work will likely to be bumped to 2023/24 by the Strategy and Business Unit. Placemaking is generally thought of as collaborative approach to the planning, design and management of public spaces, ensuring that community have a voice in deciding how a public space/place might be utilised by them to strengthen their connection to that location. Successful placemaking places the human at the centre of the space/place and generally helps to enliven public spaces with a sense of vitality, vibrancy and social connectedness.

Arts and Culture Strategy

The Community Team are currently working on the formation of an Arts and Culture Strategy, although the Strategy is not intended to cover off events as a discipline/sector. The Strategy is expected to be adopted in April/May 2023.

Learnings that come out of a vibrancy pilot could inform the development of these Strategies and a more effective response to arts/culture practice and placemaking in the District. However, if there is a desire to deliver the pilot at a later date (i.e. summer 23/2024) then the Strategies may inform the pilot, or indeed, the pilot idea could be expanded upon - to a full programme of event activity across a number of summers - and included as an implementation action item with appropriate budget in the Placemaking Strategy.

EXTRNAL CONTEXTUAL

Here's a quick review of the District's events and funding landscape, which highlights some gaps.

District Events Profile

At a high level, a typical event landscape (community focused) may look like the following:

Figure 1 – Events Landscape.



The majority of publicly visible events in the District sit at Tier 2, being mid-level community events designed for general access by the wider community delivered by the Promotions Associations, independent event organisers, community groups and businesses.

The Waimakariri District has noticeable gaps at Tier 1 and Tier 3. There are limited destination/icon events similar in scale to 'Muscle Car Madness'. There is also a lack of publicly accessible events (particularly in public outdoor spaces) consistently available at Tier 3.

The delivery of events/community activities in the District are primarily focused through the following mechanisms:

- **Independent Community Groups/Organisations/Businesses** produce a range of small to mid-scale community events/activities per year focused around arts/craft, sports, horticulture/agriculture, cultural or community support activities etc. Some of these events may be more insular focused, servicing their niche memberships/clubs rather than the wider community, while some may serve the wider community.
- The **Promotion Associations** (Rangiora, Kaiapoi and Oxford) are generally delivering small to mid-level community access events:
 - Rangiora Promotions Association: around six key community events per year ranging in attendance from 200-6,000. The three Christmas events (Santa parade, Celebration Night and Party in the Park), Eats and Beats and The Big Splash.
 - Kaiapoi Promotions Association: around two key events per year with attendance up to 10,000. The Kaiapoi Christmas Carnival/Santa Parade plus the Kaiapoi River Carnival.
 - Oxford Promotions Association: around four key events per year with attendance from 500-2,000. Winter Lights Festival, Carols in the Park, Christmas Parade (outsourced to the Lions) and the Garage Sale Trail.

-
- Independent **Promoters** tend to produce large signature/destination type of events such as the likes of 'Muscle Car Madness'. These events are more commercial in nature, i.e. ticketed for a profit to the promoter. Some large sporting events of scale (which attract out-of-town visitation) may also be produced by national sporting bodies at this level, i.e. Under 19's Nationals via Basketball New Zealand etc.

Existing Funding Streams

Council currently distributes a range of annual funding that supports event related activity in the District.

- **Enterprise North Canterbury** receive \$50,470+GST from Council per year to support local events (under the umbrella of the Waimakariri Event Fund). From \$500 to \$5,000 is available to community organisations across two funding rounds in March and August. ENC allocates \$30,000 of the total grant to event funding each year, plus around \$16,000 annually to wages for staff to administer the grants, produce a monthly events calendar (both physical and online), update events, promote events via social media channels etc. 59% of the fund directly funds external events.
- The **Promotions Associations** receive annual funding from Council to support their town promotion activities – primarily focused around community events/activities. A total of \$104,210 is distributed across the associations:
 - Rangiora Promotions Association - \$34,340 capacity funding, \$12,400 Christmas parade
 - Kaiapoi Promotions Association: \$34,340 capacity funding, \$12,400 Christmas parade
 - Oxford Promotions Association: \$10,140 capacity funding, \$6,070 Christmas parade
- Council also administers and distributes funding under the **Creative New Zealand Creative Communities** funding scheme, which is money allocated by the New Zealand arts foundation to local government to support the development of the arts in their communities. Approximately \$60,000 is available per year under this scheme and is allocated/distributed by Council library staff across community funding rounds in March and August each year.
- Lastly, each of the **Community Boards** have a small fund that community organisations can apply to in support of their activities, which may include events. 2021/22 funding:
 - Rangiora Ashley Community Board - \$10,000
 - Kaiapoi-Tuahiwi Community Board - \$5,000
 - Woodend-Sefton Community Board - \$4,000
 - Oxford-Ohoka Community Board - \$6,000

Community organisations/events can also receive funding from a range of external funding sources:

- Other Creative New Zealand arts and craft grants (if not accessing the Creative Communities fund), Rata Foundation, Gaming Charities, Foundations and the like.
- In addition, some community organisations may receive sponsorship or patronage in support of their activities from private businesses or individuals.

Some of the benefits of Council's approach to event funding is that it allows event funding/administration and delivery to be 'outsourced' in the absence of a dedicated Council events development and production team. However, there are some downfalls with this approach, resulting in Council having little influence over the development of the events in the District and how their funding is ultimately allocated, plus limited ability to make strategic decisions that might have a significant and positive impact on the sector. Moreover, the events sector – through the current silo approach to funding distribution - may be lacking a cohesive overview meaning some parts of the landscape may be more unbalanced than others, leading to lost opportunities that might better service the District.

SUPPORTING RESEARCH AND JUSTIFICATION

Every three years Creative New Zealand completes independent research that assess New Zealander's general attitudes towards the arts. The latest 2020 research summary includes the following key findings:

- 40% of New Zealander's view the arts as being important for their sense of wellbeing.
- 26% of people view the arts as being more important to their sense of wellbeing since the arrival of Covid-19.
- 60% of surveyed respondents agree that the arts should receive public funding.
- 34% agreed that the availability of good arts and events is an important reason why they like living where they do.
- 66% agreed that arts and culture have a vital role to play in the future of where they live.
- 54% agreed their community would be poorer without the arts.
- 64% agreed the arts help define who we are as New Zealanders.
- 54% agreed their local Council should give money to support the arts.
- 73% agreed that taking part in arts activities helps them feel good about life in general.

While Creative New Zealand's research is specifically arts focused, the content is relevant because the vibrancy pilot is likely to include a range of arts related activities - music, theatre, dance, literature/poetry etc. – amongst the mix of activities that could be programmed across the public spaces and places in Rangiora.

Some other considerations include:

- Socially, a strong, cohesive local arts sector delivers positive social and economic outcomes for the wider community. Generally, taking part in artistic and cultural activity can increase social cohesion, helping people to create networks and find a sense of belonging. This benefits physical and mental health, creates a more highly skilled workforce and ensure retention of local talent.
- Economically, a strong, vibrant, diverse local arts scene will not only enhance employment opportunities, but will also contribute to District attraction, increasing visitor numbers and improving the desirability of the district for potential new residents.
- Manchester University ran a three years arts and health research programme (Invest to Save initiative) to investigate the impact of creative activity on public health. The participants in the study were attending one of four different arts projects – three for older adults, and one for adults with depression. Results from the quantitative survey of 104 participants showed that they experienced a significant increase in eudaimonic (producing happiness) wellbeing according to the Ryffs Scale of Wellbeing (Ryff, 1989).⁶
- International research shows that youth arts participation contributes to a wide range of wellbeing determinants. These include social wellbeing (relationships, participation, social connection, networks, feelings of belonging and of being valued); physical health; mental wellbeing (emotional and psychological functioning); subjective wellbeing (life satisfaction, happiness and optimism for the future); eudemonic wellbeing (personal growth); educational and work related achievement and engagement; and creativity (Walls et al., 2019, p. 98).⁷

⁶ Bidwell, S. The Arts in Health: evidence from the international literature. *Pegasus Health (Charitable) Ltd.* 2014, March.

⁷ Mullen, M; Walls, A; Ahmad, M. Creating Change: the economies of arts organisations working toward social justice and wellbeing for rangatahi young people in Tāmaki Makaurau Auckland. *University of Auckland Faculty of Education and Social Work.*

RECOMMENDATION

Staff are seeking Management Team input as follows:

- Provide feedback on the vibrancy pilot and whether this project should be progressed to Council, and if so, under what timeframe? Which option 1, 2 or 3? What might be the preferred budget request?

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: EXT-03-10 /230209016863

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 21st February 2022

AUTHOR(S): Martin McGregor -Senior Advisor Community Recreation

SUBJECT: Trustee Appointments – Waimakariri Public Arts Trust

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



 Department Manager



 Acting Chief Executive

1. SUMMARY

- 1.1 This report is to seek the approval of the Community and Recreation Committee for the appointment of Trustees to the Waimakariri Public Arts Trust.
- 1.2 The Waimakariri Public Arts Trust was established in 2020 to promote art and culture in the Waimakariri District, encourage public art in new developments and redevelopments, and to raise funds to enable the commission of artworks. The terms of two of the original trustees concluded in September 2022. The Trust deed requires Council to run an expression of interest process for the appointment of new trustees and for appointments to be confirmed by the Elected Council.
- 1.3 An expression of interest process was run during November of 2022 to fill the two vacant trustee roles and to seek interest from suitably qualified individuals to fill additional roles on the trust board. The trust deed allows for a maximum of seven members with two additional Advisory Trustees known as “Charitable Trustees”, the trust may also appoint Specialist Advisors to provide advice in particular areas of expertise.
- 1.4 The maximum number of trustees on the board allowed for in the Trust Deed is seven with the ability to add two additional Trustees known as Charitable Trustees. The Board is currently made up of Jackie Watson (Chair), Al Blackie (Council Representative), Dael Foy, and Wilson Henderson. This report seeks to appoint a further three Trustees, two Charitable Trustees, and one Board Advisor.

Attachments:

- i. Waimakariri Public Arts Trust Trust Deed, August 2020- 200811102438

2. RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** report No. 230209016863.
- (b) **Approves** the appointment of Judith Hoult, Margot Korhonen and Nicole Weber as Trustees for the Waimakariri Public Art Trust for a term of three years.

- (c) **Notes** that Judith Hoult and Nicole Weber are previous members of the trust board whose terms expired in September 2022, they have applied to be reappointed through the expressions of interest process to serve another term.
- (d) **Approves** the appointment of Win Stringer and Shelly Top as Charitable Trustees for a period of three years.
- (e) **Approves** the appointment of Areta Wilkinson as a Trust Board Advisor for a period of three years.
- (f) **Notes** by approving the appointment of the recommended trustees that the trust will then have the maximum number of trustees and charitable trustees allowed under the trust deed.
- (g) **Notes** the initial term of the original trustees was staggered to avoid all board positions falling vacant at the same time, the trust deed stipulates that the term for all subsequent trustees is three years.
- (h) **Notes** the trust has one elected member appointed to the Trust board, this is currently Councillor Al Blackie whose term expires in September 2023. At the expiration of this term, Councillor Blackie's appointment will need to be reviewed and rolled over, or another elected member appointed.

3. **BACKGROUND**

- 3.1 The Waimakariri Public Arts Trust was established in 2020 and is a Council controlled trust. The purpose of Waimakariri Public Arts Trust (WPAT) is to promote art and culture in the Waimakariri District, encourage public art in new developments and redevelopments, raise funds to enable the commission of art works, educate the public about art and artists, and support arts projects and events in the community.
- 3.2 Since its establishment, WPAT has been involved in a number of public art installations including the Karo sculpture in Kaiapoi, a Raymond Herber Sculpture to be located in Kaiapoi and a Randel Watson sculpture recently installed at the Ohoka Domain. WPAT are also leading the commissioning and installation of a new sculpture to be located at Mainpower Stadium.
- 3.3 With the exception of the elected member appointment all existing trustees were appointed through an expression of interest process as part of the establishment of the trust. Terms of the original trustees are staggered in terms of two, three and four years.

4. **ISSUES AND OPTIONS**

- 4.1. The Expression of Interest Process included the completion of an expression interest form which asked the candidates to provide information on their motivation, background, skills and experience in the arts sector. All applicants have met with the existing trust board members where discussion was held regarding skills, attributes and experience that the applicant would bring to the board as well as ensuring clarity regarding what their role would be as a Trustee. All existing Trustees were satisfied with the quality of the candidates and approved recommending their appointments to the trust to Council.
- 4.2. There were no additional expressions of interest beyond those that have been recommended for appointment in this report. Should the Community and Recreation Committee approve the appointments, the Trust will be made up of four existing Trustees (including Councillor Blackie), two reappointed trustees, one new trustee and two new charitable trustees resulting in a total of nine Trustees on the WPAT board. The appointment of the recommended trustees will ensure that the trust is operating with a full board with the addition of an Advisor. In addition to diversifying skills, experience, and knowledge, this will ensure that the trust is able to continue to meet quorum, function should a trustee resign and better share responsibilities and workload amongst volunteers.

- 4.3. The reappointment of existing trustees Nicola Weber and Judith Hoult allows the Trust to retain their knowledge of existing projects and continue to benefit from their expertise in governance, non-profit sector, social media, and marketing.
- 4.4. Due to the small number of existing trustees, the trust board has a requirement to add more knowledge, diversity, and numbers to its board to ensure it is resilient and able to serve and connect with the Waimakariri Arts Community. The appointment of new trustees Margot Korhonen, Shelly Top, and Win Stringer will bring additional expertise to the trust in public relations, youth, project management and Tiakanga Māori. All trustees have expertise and experience in the art sector as either an advocate, educator and/or a practitioner.
- 4.5. Public Art plays an important role in reflecting the regions history and cultural diversity. Waimakariri has a rich cultural history and a strong association with Tangata Whenua, therefore it is important that this is reflected in the make-up of the board and the projects it carries out. The appointment of Areta Wilkinson in an advisory role gives the board significant expertise and experience with regards to the wider arts sector as well as significant knowledge of Tikanga Māori and its role in the public arts sector. Areta is also a very experienced art practitioner and volunteer arts advocate.
- 4.6. Due to the staggered nature of the trustee terms under the current trust deed, an expression of interest process is required to be completed for the next three years to ensure the board retains the full number of trustees. It is recommended that in the coming months, the trust undertake a review of the trust deed to ensure that all aspects of the deed are aligned with how the trust is operating, and to consider any amendments that may be appropriate to improve efficiency and functions of the board. Any changes to the deed would require approval from the Community and Recreation Committee.

Implications for Community Wellbeing

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

Art in public places contributes to the cultural wellbeing of the community. Cultural wellbeing looks at the shared beliefs, values, customs, and identities reflected through language, stories, visual and performing arts, and heritage that make up our communities.

Public art is an important component of reflecting the world and the time in which we live. Art can help us understand our history, our culture, and the experience of others in a manner that cannot be achieved through other means.

- 4.7. 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. However, Te Ngāi Tūāhuriri hapū may have an interest in particular projects that WPAT undertakes in the future. The appointment of an advisor to the board with a strong background and knowledge of Tiakanga Māori will influence the work program of the WPAT and promote a more cultural influence in the public art space. This will in turn promote more interaction and a closer relationship between the Rūnanga and WPAT.

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 a number of active groups in the Waimakariri Arts sector who may have an interest in the content of this report. These include:

- Waimakariri Arts Trust.
- Art Collection Trust.
- Waimakariri Community Arts Council.
- Oxford Art Gallery.

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. Given that the appointment process involved a publicly advertised expression of interest process, some members of the public may have an interest in the outcome of the appointment process. Publication of the appointments once confirmed can be communicated by the Trust through their social media channels.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report.

Council currently provides a grant of \$10,000 per annum toward the purchase of art works, this is included in the LTP through until the 23/24 financial year. Council also provides a grant of \$5000 per annum to the trust towards ongoing administration costs, this is included in the LTP through until 2033.

The Trust is aware that they are required to seek additional funding which may include applications to both external funding providers and Council.

Sustainability and Climate Change Impacts

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

6.2. **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

Expressions of interests were called for through both the Council and WPAT communication channels. There are no individuals who have applied and not been successful in being recommended for a position as either a board member or an advisor and all available positions will be filled.

All individuals have met with the existing Trustees and are known to at least one board member with the exception of Win Stringer, a character reference was completed for Win as an additional level of assessment for this reason.

Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

6.3. **Consistency with Policy**

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

6.4. **Authorising Legislation**

Local Government Act 2002

Trusts Act 2019

7.3 **Consistency with Community Outcomes**

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

The community's cultures, arts and heritage are conserved, developed and celebrated

- Mana whenua are acknowledged and respected.
- There are wide-ranging opportunities to participate in arts and cultural activities.
- Public places and spaces provide opportunities for cultural expression and integrated arts.

Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity

- Public spaces express the unique visual identity of our District.

The distinctive character of our takiwā – towns, villages, and rural areas is maintained, developed and celebrated.

- The centres of our towns are safe, convenient, and attractive places to visit and do business.
- Our rural areas retain their amenity and character.
- Public spaces reflect the distinct narratives, character, and cultural identity of our takiwā.

7.4 **Authorising Delegations**

The Community and Recreation Committee has the delegated authority to make this decision.

Dated 1st day of September

2020

WAIMAKARIRI DISTRICT COUNCIL

("the Settlor")

JACQUELINE JUNE WATSON

WILSON JAMES HENDERSON

NICOLE ANNE WEBER

JUDITH MAY HOULT

DAEL FRANCIS FOY

ALISTAIR BLACKIE

("the Trustees")

Waimakariri Public Arts Trust Deed


**CORCORAN
FRENCH**

lawyers

THIS DEED made this

day of

2020

PARTIES

1. **WAIMAKARIRI DISTRICT COUNCIL** at Rangiora ("the Settlor")
2. **JACQUELINE JUNE WATSON**, of Kaiapoi, Reporter
WILSON JAMES HENDERSON, of Loburn, Artist
NICOLE ANNE WEBER, of Pegasus, Business Owner
JUDITH MAY HOULT, of Rangiora, Retired (Teacher)
DAEL FRANCIS FOY, of Rangiora, Art Teacher
ALISTAIR BLACKIE, of Kaiapoi, Councillor
("the Trustees")

BACKGROUND

- A. The Settlor wishes to establish a charitable trust to develop public art projects in the Waimakariri district that are of enduring quality, are accessible to the public and stimulate public interest. The aim is to educate the public about art and artists and support artistic endeavours.
- B. The parties have agreed to enter into this deed specifying the purposes of the trust and providing for its control and governance.
- C. The Trustees have agreed to act as initial Trustees of the trust.
- D. The Settlor has contemporaneously with the execution of this deed paid the sum of \$10.00 (ten dollars) to be held by the Trustees on trust and with the powers set out in this deed.
- E. The Settlor proposes that in due course additional property may fall into and form part of the assets of the trust and the trustees will own the assets of the trust and will, along with certain advisory trustees (in this deed referred to as the charitable trustees) manage these within the framework of the trust.
- F. The Settlor intends the charitable trustees be appointed to give appropriate guidance and instruction to the Trustees and to perform certain specific functions in relation to this trust.

OPERATIVE PROVISIONS

1. **NAME**
The name of the Trust shall be the "**Waimakariri Public Arts Trust**".
2. **OFFICE**
The office of the Trust shall be such place in North Canterbury or the Waimakariri district as the Board of Trustees may determine.

3. **PURPOSES**

The purposes of the Trust are as follows:

- (a) To promote art and culture in the Waimakariri district including but not limited to the matters set out in Schedule C;
- (b) To encourage public art in all new developments and redevelopments in the Waimakariri district;
- (c) Establish and support a Waimakariri Arts Fund to commission art works and promote the arts;
- (d) To apply for independent funding to secure art works and commission art works for specific sites.
- (e) To educate the public about art and artists.
- (f) To support artistic endeavours in the community.
- (g) To benefit the public and local community with art works and events.

4. **TANGATA WHENUA**

In attaining its purposes the Trust shall recognise the views and expectations of tangata whenua.

5. **MEMBERS OF THE BOARD**

5.1 **Numbers**

The Board of Trustees ("Board") shall consist of no fewer than five (5) nor more than seven (7) members. The initial members of the Board shall be the signatories to this deed.

5.2 **Term of Board**

Trustees shall be appointed on a rotational basis as follows:-

- (a) Two of the initial trustees will retire at the end of a two year term
- (b) Two of the initial Trustees will expire at the end of a four year term.
- (c) The remaining initial Trustee(s) shall retire at the end of a three year term.
- (d) Each subsequent term of the Trustees shall be for a period of three years.

Unless otherwise specified in this deed each member of the Board shall hold office for a term of three years or until he or she dies, or is declared bankrupt, or shall have his or her property affairs managed under the Protection of Personal and Property Rights Act 1988 upon the grounds of lack of competency to manage those affairs, or is a "patient as defined in s2 of the Mental Health (Compulsory Assessment and Treatment) Act 1992, or indicates in writing that he or she wishes to resign from the Board. Any retiring member shall be eligible for re-appointment.

5.3 **Appointment and Removal of Trustees**

The Waimakariri District Council shall have the power to appoint and remove all Trustees to the Board of the Trust. The Trustees shall include people from the Waimakariri District Council and representatives from the art community in the Waimakariri or North Canterbury district at the Council's discretion.

The Trust Board is to comprise of a minimum of five (5) and up to seven (7) Trustees and include one (1) elected member representatives ("Councillor") who may be the Council

appointed Trustees. The Trustees (other than the Councillor) are appointed by the Council based on a "call for expressions of interest". The Council's landscape architect will be an advisory trustee but may also serve as a Trustee of the Board. The Trust Board may include a professional advisor to be called upon for professional or cultural advice then required.

5.4 Appointment of further trustees

The Council may at any time appoint up to two (2) further Trustees for terms which shall expire no later than the time when the terms of the members of the then current Board expire. Such trustees may be advisory Trustees referred to as "Charitable Trustees".

5.5 Termination of trusteeship

The Board may, by a motion decided by a two-thirds majority of votes to recommend to the Waimakariri District Council that a Trustee's membership in the Board be considered for termination if they believe on reasonable grounds that such action is in the best interests of the Trust.

5.6 Recording trustee appointments, resignations and removals

The appointment of a trustee and the cessation of the appointment of any trustee shall not be effective until recorded by resolution recorded in the Council's meeting minutes or by deed.

5.7 Name of the Board

The name of the Board shall be the Waimakariri Public Arts Trust Board.

6. POWERS

6.1 General and specific powers

In addition to the powers implied by the general law of New Zealand or contained in the Trustee Act 1956, the powers which the Board may exercise in order to carry out its charitable purposes are as follows:

- (a) to use the funds of the Trust as the Board thinks necessary or proper in payment of the costs and expenses of the Trust, including the employment of professional advisers, agents, officers and employees as appears necessary or expedient; and
- (b) to purchase, take on lease or in exchange or hire or otherwise acquire any land or personal property and any rights or privileges which the Board thinks necessary or expedient for the purpose of attaining the objects of the Trust and to sell, exchange, bail or lease, with or without option of purchase, or in any manner dispose of any such property, rights or privileges as aforesaid; and
- (c) to carry on any business; and
- (d) to invest surplus funds in any way permitted by law for the investment of trust funds and upon such terms as the Board thinks fit; and
- (e) to borrow or raise money from time to time, with or without security, and upon such terms as to priority and otherwise as the Board thinks fit; and
- (f) to pay, apply or appropriate from income or capital such amount as the Trustees may decide for or towards one or more of the objectives of the trust; and
- (g) to do all things as may from time to time be necessary or desirable to enable the Board to give effect to and to attain the charitable purposes of the Trust.

6.2 Trustee Person Specification

The Council shall consider the matters set out schedule A when deciding on the appointment of initial, new, additional or replacement trustees.

6.3 Incorporation

The Board is empowered to seek incorporation in accordance with the provisions of the Charitable Trusts Act 1957.

6.4 Employment

Under clause 6.1(a) the Board may employ as agents, officers, and employees, persons who are members of the Board.

7. INCOME, BENEFIT OR ADVANTAGE TO BE APPLIED TO CHARITABLE PURPOSES

7.1 Application

Any income, benefit or advantage shall be applied to the charitable purposes of the Trust and may take into account the matters set out in Schedule B.

7.2 Influence

No member of the Trust or person associated with a member of the Trust shall participate in, or materially influence, any decision made by the Trust in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever, except where that income, benefit or advantage is derived from:

- (a) professional services to the trust rendered in the course of business charged at no greater rate than current market rates; or
- (b) interest on money lent at no greater rate than current market rates.

7.3 Reasonableness required

Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being open market value).

7.4 Entrenchment

The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

8. PROCEEDINGS OF THE BOARD

8.1 Meetings

The Board shall meet at such times and places as it determines, and shall elect a chairperson from amongst its members at its first meeting and at every subsequent annual general meeting.

8.2 Chairperson

The chairperson shall preside at all meetings of the Board at which she or he is present. In the absence of the chairperson from any meeting, the members present shall appoint one of their number to preside at that meeting.

8.3 Quorum

At any meeting of the Board a majority of members shall form a quorum and no business shall be transacted unless a quorum is present.

8.4 Voting

All questions before the Board shall be decided by consensus. However, where a consensus decision cannot be reached on a question, it shall, unless otherwise specified in this deed, be put as a motion to be decided by a majority of votes. If the voting is tied, the motion shall be lost.

8.5 Reports

The Board shall report regularly on its activities to the Waimakariri District Council and, in particular, shall present a detailed annual report to the Council if required.

8.6 Guidance

The Board shall be guided in its decisions by the views of the Waimakariri District Council and may take into account the matters set out in Schedules A, B and C.

9. ACCOUNTS

9.1 True and fair accounts

The Board shall keep true and fair accounts of all money received and expended.

9.3 Audit

The Board shall, as soon as practicable after the end of every financial year of the Board, cause the accounts of the Board for that financial year to be audited by an accountant appointed for that purpose and the audited accounts shall be made available to the public.

10. POWER TO DELEGATE

10.1 Power to delegate

The Board may, from time to time, appoint any committee and may delegate any of its powers and duties to any such committee or to any person, and the committee or person, as the case may be, may without confirmation by the Board exercise or perform the delegated powers or duties in like manner and with the same effect as the Board could itself have exercised or performed them.

10.2 Delegate bound

Any committee or person to whom the Board has delegated powers or duties shall be bound by the charitable terms of the Trust.

10.3 Delegation revocable

Every such delegation shall be revocable at will, and no such delegation shall prevent the exercise of any power or the performance of any duty by the Board.

10.4 Delegate need not be trustee

It shall not be necessary that any person who is appointed to be a member of any such committee, or to whom any such delegation is made, be a member of the Board.

11. COMMON SEAL

The Board shall have a common seal which shall be kept in the custody of the secretary, or such other officer as shall be appointed by the Board, and shall be used only as directed by the Board. It shall be affixed to documents only in the presence of, and accompanied by the signature of, two members of the Board.

12. ALTERATION OF DEED

The Board may, by consensus or pursuant to a motion decided by a two thirds majority of votes, by supplemental deed, make alterations or additions to the terms and provisions of this deed provided that no such alteration or addition shall:

- (a) take effect unless it is confirmed by resolution of the Board; nor
- (b) detract from the exclusively charitable nature of the Trust or result in the distribution of its assets on winding up or dissolution for any purpose that is not exclusively charitable; nor
- (c) be effective until registered with and accepted under the Charities Act 2005 by the Charities Board; nor
- (d) be effective unless approved by the Waimakariri District Council.

13. DISPOSITION OF SURPLUS ASSETS

If, either on the winding up, failure or dissolution of the Trust, or in the case of the Board having incorporated in accordance with the provisions of the Charitable Trusts Act 1957 (or other Act passed in substitution for the same) on the liquidation of the Board or on its dissolution by the Registrar, there remains, after payment of all of the trust debts and liabilities, any property or assets whatsoever, they shall be given or transferred to the Trustees of such trusts or organizations in the Waimakariri or North Canterbury District in New Zealand as the Board with the support of the Waimakariri District Council considers in its discretion carry out charitable purposes within New Zealand similar to those set out in this deed, or be applied for such charitable purposes Waimakariri or North Canterbury District as the Board with the support of the Waimakariri District Council considers in its discretion, by resolution, determine at, before, or during the winding up, failure, dissolution or liquidation. If the Board is unable to make such decision, such property shall be disposed of in accordance with the directions of a Judge of the High Court pursuant to section 27 of the Charitable Trusts Act 1957 on the application of any member of the Board.

14. WAIMAKARIRI DISTRICT COUNCIL

The Waimakariri District Council may provide ongoing technical administration support through (but not limited to) providing resource management advice, secretarial support, and covering resource consent costs where the Waimakariri District Council considers it appropriate to do so.

The Waimakariri District Council may also assist with physical work such as site preparation and maintenance through the Waimakariri District Council's Green Space team where the Waimakariri District Council considers it appropriate to do so

SIGNED BY
WAIMAKARIRI DISTRICT COUNCIL
by its Authorised Representative

]
]

Chris Braun



SIGNED BY]
JACQUELINE JUNE WATSON]
in the presence of:]

J. Watson
.....

Signature of Witness *E. W. Doody JP*
Full Name *EWA WENDY DOODY*
Address *28 TAWERA LANE OXFORD*
Occupation *JUSTICE OF PEACE*



E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand

SIGNED BY]
WILSON JAMES HENDERSON]
in the presence of:]

W. Henderson
.....

Signature of Witness *E. W. Doody JP*
Full Name *EWA WENDY DOODY*
Address *28 TAWERA LANE OXFORD*
Occupation *JUSTICE OF PEACE*



E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand

SIGNED BY]
NICOLE ANNE WEBER]
in the presence of:]

N. Anne Weber
.....

Signature of Witness *E. W. Doody JP*
Full Name *EWA WENDY DOODY JP*
Address *28 TAWERA LANE OXFORD*
Occupation *JUSTICE OF PEACE*



EWA
Wendy
Doody
JP

E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand

SIGNED BY]
JUDITH MAY HOULT]
in the presence of:]

J. M. Hoult
.....

Signature of Witness *E. W. Doody JP*
Full Name *EWA WENDY DOODY*
Address *28 TAWERA LANE OXFORD*
Occupation *JUSTICE OF PEACE*



E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand

gnd

SIGNED BY]
JACQUELINE JUNE WATSON]
in the presence of:]

.....

Signature of Witness.....
Full Name.....
Address.....
Occupation.....

SIGNED BY]
WILSON JAMES HENDERSON]
in the presence of:]

.....

Signature of Witness..... *E.W. Doody JP*
Full Name..... *EWA WENDY DOODY*
Address..... *28 TAWERA LANE OXFORD*
Occupation..... *Justice of Peace*

gnd

gnd

SIGNED BY]
NICOLE ANNE WEBER]
in the presence of:]

[Signature]
.....

Signature of Witness..... *E.W. Doody*
Full Name..... *EWA WENDY DOODY*
Address..... *28 TAWERA LANE OXFORD*
Occupation..... *JUSTICE OF PEACE*

E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand



SIGNED BY]
JUDITH MAY HOULT]
in the presence of:]

.....

Signature of Witness.....
Full Name.....
Address.....
Occupation.....

gnd

gnd

gnd

SIGNED BY]
DAEL FRANCIS FOY]
in the presence of:]

[Handwritten Signature]
.....

Signature of Witness..... *[Handwritten Signature]*
Full Name..... *EWA WENDY DOODY*
Address..... *28 TAWARA LANE OXFORD*
Occupation..... *JUSTICE OF PEACE*



E.W. Doody, JP
#91369
OXFORD
Justice of the Peace for New Zealand

SIGNED BY]
ALISTAIR BLACKIE]
in the presence of:]

[Handwritten Signature]
.....

Signature of Witness..... *[Handwritten Signature]*
Full Name..... *EWA WENDY DOODY*
Address..... *28 TAWARA LANE OXFORD*
Occupation..... *JUSTICE OF PEACE*



E.W. Doody, JP
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SCHEDULE A**Trustee Person Specification**

In considering suitability for the appointment of a Trustee, the Council may consider the following attributes:-

1. Enthusiasm and/or expertise in the arts and a willingness to champion public art in the Waimakariri District.
2. Integrity of member.
3. A commitment to the trust and its objectives.
4. An understanding and accepted of the legal duties, responsibilities and liability of the trusteeship.
5. A willingness to devote the necessary time and effort to their duties as a trustee.
6. Good independent judgment.
7. An ability to think creatively.
8. The ability to work effectively as a member of a team and a willingness to state personal conviction and, equally, to accept a majority decision and be tolerant of the views of other people.
9. A belief in equal opportunities and diversity.
10. Not have any orders under the Protection of Personal and Property Rights Act 1988 or otherwise relating to the mental capacity of the member.
11. Have no convictions for fraud or any fraud related activities.

SCHEDULE B**Basis for decision-making**

1. The trustee will evaluate and commission potential public art works (including gifts and bequests) taking into account (but not limited to) the following:-
 - a) Standards of excellence and innovation
 - b) Durability of the art work.
 - c) Ownership structure and conditions for movement or disposal of the artworks.
 - d) Potential of artwork to capture the public's imagination and to help create a sense of place and identity for the Waimakariri District.
 - e) Fit with the topography and character, and use of the relevant public places.
 - f) Cost implications including ongoing maintenance costs.
2. All proposed installations will be consulted with the local Community Board before any decisions are made. This will ensure no conflicts are likely to arise in terms of land use, will ensure Council has no significant concerns and to check that Council does not foresee any risk, liability or unscheduled costs associated with any potential installation.
3. All artwork is subject to the provisions of the Resources Management Act 1991 (treated as a structure potentially requiring resource consent) and must comply with the provisions of the Waimakariri District Plan, Resource Management Plans and policies.

SCHEDULE C

Roles and Responsibilities

1. Public Art Programme
 - Develop a public art project and opportunities programme and budget
2. Public Works of Art
 - Evaluate and approve opportunity and sit in accordance with the Waimakariri Public Art policy.
 - Approval consent and site
 - Approval budget
3. Gifts
 - Ensure all gift offers are considered in a fair, transparent and consistent manner
 - Approval consent and site
 - Approve budget
4. Re-siting and Removal
 - Approval decision to re-site or remove art work in accordance with the original intentions, consistent with the rights afforded by contractual agreement and copyright legislation
 - Undertake careful and robust evaluation and consider re-siting or removal only when no other option exists
5. Renewals, care and maintenance
 - Ensure all public works or art are identified and catalogues and their location and condition are recorded and reviewed regularly
 - Ensure all works of art are cared for and maintained in accordance with the artistic and cultural protocols appropriate to their origin, intended purpose and location
 - Develop a programme of renewals and care and maintenance plans
 - Maintain the integrity of public works of art through their useful life

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: GOV-01-04 / CMS-09-10-02 / 230208016559

REPORT TO: COMMUNITY AND RECREATION COMMITTEE

DATE OF MEETING: 21 February 2022

AUTHOR(S): Tessa Sturley – Community Team Manager

SUBJECT: COVID-19 SOCIAL RECOVERY - KEY PROJECTS UPDATE

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



Department Manager



Acting Chief Executive

1. **SUMMARY**

- 1.1 This report provides an overview of Community Team activity, related to the key strategic 'project' areas, for COVID-19 social recovery. Such activity aligns with the delivery of the Waimakariri Community Development Strategy 2015 – 2025 and Council's draft COVID-19 Recovery Strategy, 2020.
- 1.2 Some aspects of the original full Council COVID-19 Recovery Strategy are either now complete or absorbed back into business as usual. However, social recovery is a longer-term process, with an emphasis on building the resilience of the local population and empowering people to help themselves through challenging times. This is timely and important, given the increasing number of adverse events over recent years.
- 1.3 Some of the activity detailed in this report relates directly to business as usual for the Community Team. However, several key projects have emerged that have the potential to significantly impact on the social recovery and enduring reliance, empowerment and wellbeing of local residents. These are:
- Food security
 - 'Next Steps' support and information website and facilitation
 - Planning toward the establishment of a community hub that will serve as a means to connect, educate and empower the community in the post-COVID environment.
 - Arts Strategy
- 1.4 The report also details some more recent opportunities that have arisen out of the Waimakariri District's reputation for working collaboratively to achieve good social outcomes for the people of the Waimakariri District. These include:
- A Mobile Hub
 - Mayor's Taskforce for Jobs Employment Programme
- 1.5 Funder support for these projects has been significant. Key funders such as DIA, MSD and Rata Foundation continue to endorse these initiatives and the well planned, collaborative approach to their development.

- 1.6 This report details progress on these and more general COVID-recovery priorities, building on the work that began in early 2020, just prior to nation-wide lockdowns. It also highlights emerging initiatives and opportunities that have arisen over recent months.

Attachments:

- i. Food Secure North Canterbury July 2022 Report to MSD. (Trim # 230207015961)
- ii. Good Food Road Map for Food Security (Trim # 230208016226)

2. **RECOMMENDATION**

THAT the Community and Recreation committee:

- (a) **Receives** report No. 230208016559
- (b) **Notes** the evidence-based, collaborative approach applied to the facilitation of social recovery from COVID-19, giving effect to the social recovery aspects of Council's 2020 draft COVID- 19 Recovery Plan.
- (c) **Notes** a number of key projects including Food Security, the Kaiapoi Community Hub, Arts Strategy Development and the establishment of the 'Next Steps' website, including the acquisition of funding for its development, promotion and maintenance.
- (d) **Notes** that, with central government's significant financial contribution and the collaborative approach, sound governance and planning applied to date, key funders, including Rata Foundation and Department of Internal Affairs (DIA) have expressed significant interest in continuing to support the further development of these key projects.
- (e) **Notes** that Food Secure North Canterbury has been used by Ministry of Social Development as a 'best practice' exemplar for the creation of a food secure District.
- (f) **Notes** recent and unexpected opportunities to empower local residents, particularly the Mobile Hub and Mayor's Taskforce for Jobs initiatives.

3. **BACKGROUND**

3.1. **Evidence to inform Social Recovery from COVID-19**

- 3.1.1. Various local stakeholders and key networks, particularly Social Services Waimakariri, Waimakariri Health Advisory Group, Violence Free North Canterbury, local iwi, schools and the Age Friendly Steering Group, have been crucial in informing and affecting timely and appropriate responses to emerging COVID-related issues.
- 3.1.2. Community Team staff have facilitated these networks to gather evidence from across the various sectors in our community on the impact of the COVID-19.
- 3.1.3. Over and above these networks, Community Team staff pulled together a COVID-specific welfare committee, comprised of a broader range of stakeholders to provide wider intelligence regarding local and regional agency responses, as well as issues and opportunities arising from the evolving COVID crisis.

This group now meet on an 'as necessary' basis. E.g. To discuss and develop the local COVID-19 SIQ (Supported Isolation Quarantine) programme and/or to plan for, and respond to, subsequent events, such as the recent floods and potential for an AF8 (Alpine Fault) event.

- 3.1.4. Two key pieces of evidence for this work have been the Social and Community Sector Survey, and the COVID-19 Social Recovery Planning Forum. Both directly informed planning for social recovery in the Waimakariri District, alongside the evidence base that informs the broader work of the Community Team and the networks that it facilitates.
- 3.1.5. In terms of best practice response, in line with the nationally need for increased collaboration between groups and organisations, partnering with Social Services Waimakariri, Community Team staff coordinated a community-wide collaboration forum. The forum was funded by Rata Foundation and facilitated by Trish Hall from Thought Partners in Wellington. Its aim was to broaden the community-wide collaborative response to COVID Recovery, bringing new community partners to the collaboration table.
- 3.1.6. As recovery progresses, emerging issues and opportunities continue to be identified through the various networks facilitated by the Community Team.

3.2. **The Social Recovery Framework**

Social Recovery activities relate to the six key social recovery topics/projects outlined in the Waimakariri COVID-19 Recovery Strategy. These activities relate to the six key social recovery strategic priorities outlined in the Waimakariri COVID-19 Recovery Strategy.

These are projects number:

- 16: Develop and Monitor Programme Implementation
- 17: Social and Health Sector Support
- 18: Increased Community Development
- 19: Increased support for local Community, Voluntary & Recreation Sectors
- 20: Local, Regional and National Health Sector liaison
- 21: Enhanced Migrant Assistance and Support

- 3.3. The tables on pages, 7 – 11, below align these priority areas with Community Team-facilitated activity in relation to key issues and opportunities, identified by the community as being relevant to the social recovery of our community from COVID-19.

4. **ISSUES AND OPTIONS**

- 4.1. Some of the social recovery work incorporates business as usual for the Community Team, focussing on:
- Mental and physical safety and wellbeing, including family violence and suicide prevent and alcohol harm.
 - Youth Development
 - Inclusion and Connection, including Migrants, Accessibility and Older Persons' projects
 - Capability Building and Support for Community Groups and Organisations – Particularly the successful 'On Track' series, which restarts in April of this year, including:
 - A six-session package, covering strategic planning, operational planning, communications planning, funding strategy development, 'Top tips for Funding' and people management. This will be a Thursday night set, followed by a Friday morning set, to increase reach across the community and volunteer sectors.

- Additional stand-alone workshops. E.g Incorporated Society workshops, working with the media, event management and videography.
- A volunteer expo, to be hosted by Rangiora and Kaiapoi libraries and Pegasus Community Centre in late March.

On Track has attracted considerable attention, with sustained and varied attendance over three years, often resulting in targeted support from Community Development staff, which as resulting in stronger, better resourced local community groups and organisations.

4.2. Key Projects

A number of key projects have emerged that have the potential to significantly impact on the social recovery and enduring reliance, empowerment and wellbeing of local residents:

- 'Next Steps' support and information website and facilitation
- Food Security
- Planning toward the establishment of a community hub that will serve as a means to connect, educate and empower the community in the post-COVID environment.
- The development of an Arts Strategy to facilitate the creation of a more vibrant district and an empowered local arts sector

These four initiatives are the largest pieces of work in social recovery, not fitting with 'business as usual' for the Community Team. They are all medium to long-term projects that have necessitated targeted staff resource for facilitation.

That said, Food Security and the Next Steps Website projects have gained considerable momentum over the past 12 months.

4.2.1. Community Support Information Website

The 'Next Steps' website is to be soft-launched in late February and the District-wide official launch will be in the first week of March. To ensure broad profile and uptake, external funding has been acquired for marketing. This will include advertising on billboards, buses, and other media coverage; as well as extensive promotion through local networks and targeting of key providers in the social and health sector.

4.2.2. Food Security

Food Security is going from strength to strength, with an extensive range of food forests, community gardens and collaborative garden to table partnerships, such as the Oxford Lions Club / Satisfy Food Rescue / Kaiapoi High School collaboration that has seen 10 acres of produce turned into soup that can go straight back into the local emergency food chain.

This work will become increasingly important as the post-COVID recession continues to bite. Food banks tell us that uptake for their services has trebled in recent months and local service providers are seeing increased evidence of need in the wider population.

In response to this Hope Community Trust have recently taken on the mantle of destigmatising hardship, with a social media project called 'Top Ups'. This is a no questions asked surplus food offering service aimed at people who are *"a bit stretched this week."*

Hope Trust Manager, Tracy Pirie describes this response to the impact of the current recession, as follows:

"It takes courage to ask for help, with increasing costs ranging from eggs to toilet paper, washing powder and pet food, gardening supplies, mortgages, and rent. Spending power has weakened gradually but significantly for many within our community. We can't look at somebody and know if they are hungry, how much money they have or don't have in the bank, or what food is in the house.

TOP UPS was born out of the realisation we have to find ways to make food support assessable for the untraditional people who seek it. We had to be proactive and not reactive, we felt the need to relieve financial pressures and try and hold the status quo before the damage that financial backsliding brings.

90% of TOP UPS members are young families with pre-schoolers, single-parent households, people with mortgages, and single-income families. The majority of this group are working on low to medium incomes they are not looking for handouts but a little help to make it work financially for them. The remaining 10% are grandparents helping to raise grandchildren.

Food banks are places they will not visit, and a word that is not in their vocabulary. They say there are other people who are worse off than me.

The stories from TOP UP recipients have been:

- *"My mortgage has doubled."*
- *"It's costing me \$1000 dollars extra a month in my mortgage".*
- *"I can no longer afford it, I'm having to sell our house and we will move to the country where it's cheaper to live."*
- *"My income covers my rent, but I have no money for food."*
- *"The freezer is empty."*
- *"My partner has mental health issues and can't work; we only have one income."*
- *"My rent has gone up \$150."*
- *"I didn't know other people were struggling too".*
- *"It's been really hard coming here, but we need help."*

We believe TOP UPS is an innovative way to meet food support needs and financial pressures within families, and within our community. TOP UPS is helping people save \$10, \$20, and \$30 that can go to other financial costs. We calculate 2000 people per month benefit from this food support, with the increased food supply the number can only increase."

4.2.3. Kaiapoi Community Hub

The Kaiapoi Hub Trust is now fully established and supported by our Community Development Facilitator, are now actively developing community engagement and funding plans. This group are most proactive and understand the importance of the long-term sustainability of the hub as a legacy project for Kaiapoi.

4.2.4. Arts Strategy

Following on from District-wide sector and community surveys, a workshop was held in December with a select group of local stakeholders. This summarised survey data and informed a draft structure for the strategy. The workshop group will meet again this month, before a larger, public Arts Forum, scheduled for March 16th. The aim of that forum is to inform the broader objectives of the Strategy, which we aim to launch in June.

4.3. Recent Developments

As we enter our fourth year in the pandemic environment, staff continue to work with key community partners to identify and respond effectively to emerging issues affecting local residents, business and organisations. This is achieved through our various networks, as detailed above and through the standing up of 'as-needed' working groups for specific issues. E.g., Support for residents in SIQ. (Self-Imposed Quarantine)

Two unexpected opportunities have arisen that have the potential to contribute to the ongoing resilience and empowerment of local residents recovering from the impact of the COVID-19 pandemic. These include:

- A Mobile Community Hub to complement the Next Steps Website project

This project is progressing well. The planning group have found the ideal vehicle and a local company to do the fit out. - both sourced locally. Fit out will begin late March and launch in late May. The next step is to consider operational process, branding and then, once finished, and official launch. This project will be a strong partner to the Next Steps Website. The planning group are considering resourcing for the coordination of both – a part-time role, that could potentially be funded by Rata Foundation.

- Mayor's Taskforce for Jobs, which aims to get those who are not working, into employment.

Staff are delighted to have secured an experienced employment broker for an externally funded pilot for Mayor's Taskforce for Jobs. – 1 FTE for six months, with a view to a sustainable role, funded by Ministry of Social Development, via Local Government New Zealand. The aim is to facilitate collaboration and fill gaps in local work-readiness provision, as well as brokering employment opportunities with scaffolded support for both employer and employee, increasing the likelihood of sustainable employment outcomes.

Our District's reputation for quality, collaborative designed and implemented projects has been instrumental in our acquiring unexpected and significant funding for such initiatives.

- 4.4. The tables below serve as an overview of the broader suite of social recovery work.

ISSUE	Draft COVID Recovery Strategy 'Project' Area	COMMUNITY TEAM INITIATED RESPONSE (February 2022 to January 2023, inclusive)	PARTNERS/MECHANISM
4.4.1: Informing and Planning Psychosocial Recovery Planning	16,17,18,19, 20 and 21	<ul style="list-style-type: none"> Facilitation of meetings of broader-based COVID-19 Welfare Committee as necessary to respond to the evolving COVID response. E.g., Move to Community-based SIQ. Ongoing facilitation of the various existing networks across the district that identify and respond to local issues and opportunities. Facilitation and establishment of a local welfare response triage for SIQ, including framework, delivery model and after-hours rostering. Facilitation of broad dissemination of COVID-19 information to the community Active involvement in COVID 19 rural response hui, specifically aimed at facilitating support for rural and lifestyle block providers and clarifying guidelines for farming practice in line with COVID-19 mandates. Active involvement in discussions with CDHB around triaging and supporting our more vulnerable residents with the health response to SIQ. 	Social Services Waimakariri Waimakariri Health Advisory Group Ministry of Social Development Migrants and Newcomers Group Age-friendly Steering Group Violence Free North Canterbury Te Rūnanga o Ngāi Tūāhuriri Various Council Departments CDHB Rural Support Networks Māori social and health providers
4.4.2: Support for the Newly Unemployed	17, 18 and 25	<ul style="list-style-type: none"> Facilitation and co-design for the 'Next Steps' website, where people can access the information and support that they need to help them through the challenges presented by the current climate. Youth Futures work readiness and employment programme, including online and large-scale place-based Employment Expos and the, soon to commence, Mayor's Taskforce for jobs pilot. 	Work and Income, Social Services Waimakariri, Immigration NZ, Ministry of Social Development

4.4.3: Food Security	18	<ul style="list-style-type: none"> • Support for the growth, promotion and contract reporting for the wider food security project. (See attachment i) • Brand development, governance and process establishment support for Food Secure North Canterbury • Community engagement around the planned Kaiapoi Community Hub • Facilitation of Terms of Reference and initial governance planning for the Kaiapoi Community Hub user group. • Initial drafting of the Trust Deed for the Hub establishment. • Support for Kaiapoi Men's Shed to relocate into temporary premises, prior to completion of the hub site enabling works. 	<p>Food bank collaborative Schools Churches Kaiapoi Mens Shed and Croquet Food Forest Eco-educate Existing Community Gardens Social Service Providers Satisfy Food Rescue</p>
4.4.4 Social Isolation	18	<ul style="list-style-type: none"> • Assisted Neighbourhood Support to increase their capacity and capability; and to apply more of a Community Development approach to their role in Neighbourhoods • Continuation of the Welcome Bag initiative, rolled out across schools, libraries, services centres, Real Estate Agencies and through developers in new subdivisions • Ongoing promotion of social activities in the Waimakariri and dissemination of appropriate information via libraries and Citizens' Advice Bureau • Support for the establishment of a social and activities network for local migrants and a rebranding to GLOW (Global Locals of Waimakariri) • Facilitation of direct links for some of our more vulnerable residents, with community support and social networks, like Hope Trust and Person to Person Help Trust. • Facilitation of across-Council input into a review of the Waimakariri Accessibility Strategy • Facilitation of capacity building and planning for the Waimakariri Access Group to ensure its active role in raising awareness and taking action to ensure a more accessible, in in turn, inclusive, District. 	<p>Social Services Waimakariri Mental Health Working Party Waimakariri Health Advisory Group Migrants and Newcomers Group</p>
4.4.5: Digital Inclusion	18	<ul style="list-style-type: none"> • Promotion of programmes and supports offered through libraries, Citizens' Advice Bureau, Senior Net and other local providers for those with limited or no digital literacy. 	<p>Libraries, Senior Net, U3A, Older Persons' Advisory Group, Rangiora High School</p>

4.4.6: Mental Health and Suicide	17	<ul style="list-style-type: none"> • Establishment of a local Mental Health provider to inform appropriate responses, delivered via Social Services Waimakariri, the Waimakariri Health Advisory Group and the WaiLife Suicide Prevention Steering Group • Increased promotion of mental health and support agencies and resources • Support for community-led suicide prevention initiatives, ensuring provision of sound information and on-site counselling provision. • Facilitation of suicide prevention workshop for local education providers. • Planning for additional suicide prevention and wellbeing forums through rural and trades-based networks • Acquisition of funding and preliminary work toward the purchase and fit-out of a mobile Community Hub vehicle for communities experiencing crisis. 	Rural Support Trust Oxford Community Trust WaiLife Steering Group Social Services Waimakariri
4.4.7: Alcohol and Other Drugs	17	<ul style="list-style-type: none"> • Development and dissemination of an information resource detailing services and supports related to alcohol and drug harm. • Stakeholder-led approach to the development of a Waimakariri Alcohol and Drug Harm Action Plan – Now published • ‘Drug proof your child’ workshops held at all local high schools and via a community forum • Preliminary work on the establishment of a parent support group for those whose young person/s are problem using drugs and/or alcohol. This was stalled by the ongoing pandemic response • Brainwave Trust Education regarding the effect of drugs and alcohol on the teenage brain. This will be aimed at school-based Learning Support Coordinators. 	Alcohol and Drug Steering Group,
4.4.8: Family Violence	17	<ul style="list-style-type: none"> • Facilitation of a range of professional development and community education workshops aimed at raising awareness and empowering service providers and the general public to recognise, appropriately respond and address relationship harm. • Refreshment of Family Violence messaging billboards across the district • Facilitation of White Ribbon campaign at all local high schools in November, alongside Family Violence education workshop for a local school cluster. • Development of a series of bathroom door posters, promoting supports available to empower people away from violent or controlling relationships. – To be displayed in local public toilets. 	Violence Free North Canterbury Steering Group Members

4.4.9: Funding	17, 18 and 19	<ul style="list-style-type: none"> • Provision of funding education and information workshops as part of our 'On Track' series of capability building workshops for community and not for profit organisations • Involvement in national funding network to inform local responses, including exploring the potential establishment of a network of local funders • Direct funding acquisition support for key partners in the social recovery of our District. E.g. Neighbourhood Support, Food Secure North Canterbury, TimeBank Waimakariri • Funding strategy development support for Kaiapoi Community Hub user group members, Food Secure North Canterbury and the Next Steps Website. 	Rata Foundation, DIA, Philanthropy NZ, Ministry of Social Development
4.4.10: Support for Migrants	18 and 21	<ul style="list-style-type: none"> • Attendance at South Island and regional forums to stay abreast of emerging issues for migrants. • Review of the structure of the Migrants Steering Group to ensure appropriate stakeholder representation and better evidence-based planning • Preparation, promotion and distribution of survey of migrant sector agencies and local migrants to ascertain local migrant issues and inform appropriate response. • Facilitation of interpreter provision, as required. • Advocacy at regional and national levels for embassy and central government support for job-loss affected migrants. 	Office of Ethnic Communities Christchurch Multicultural Council Immigration NZ Ministry of Social Development Civil Defence Regional Migrants and Newcomers Group
4.4.11: Volunteering	18 and 19	<ul style="list-style-type: none"> • Development and delivery of a comprehensive six workshop capability and capacity building workshop series (On Track), covering governance, strategic planning, funding, marketing and promotion, managing volunteers, succession planning, finance, etc. • Volunteer Week promotions online and in local libraries 	Ministry of Social Development Volunteering North Canterbury Libraries

4.4.12: Access to Recreation	19	<ul style="list-style-type: none"> • Involvement in Active Canterbury Network, including planning for Active August campaign and support for local older persons activity providers • Worked with North Canterbury Sport and Recreation Trust to develop and secure funding for a 'bike project', where people meet to learn and apply bike repair skills, repurposing bikes to be given to children, young people and those in need. Funding has been secured for a facilitator and staff have handed this aspect over the Sport and Recreation Trust, whilst the project is more widely developed. • Provided direct funding strategy and governance support for North Canterbury basketball, Kaiapoi Food Forest, Satisfy Food Rescue, North Canterbury Neighbourhood support and a range of other not for profit organisations across the district. <p><u>NOTE:</u> The impact of COVID-19 on the local recreation sector has not yet been as significant as expected; however, staff continue to offer support in the form of links to the On Track Series and advice around funding plans, as required</p>	<p>Council Community Team and Greenspace staff</p> <p>Relevant Sporting Codes</p> <p>North Canterbury Sport and Recreation Trust</p>
4.4.13: Support for local Youth	17, 18 and 19	<ul style="list-style-type: none"> • Online recruitment for seven new Youth Councillors • Support for sustainable leadership and associated professional development and planning to ensure the ongoing delivery of the Civil Defence Youth in Emergency Services Cadet programme • Ongoing facilitation of Youth Council and WaiYouth and their activities • Reactivation of the North Canterbury Youth Services Network, following a COVID-related hiatus • Community Engagement and youth-led input into the Youth Council Rangiora Skate Park redevelopment project. • Facilitation of a more youth-led approach to the Community Boards' Youth Fund. • Youth Education and Employment addressed via the North Canterbury Youth Futures group. • Planning and on-boarding of incoming Youth Council • Planning and facilitation of local youth education and awareness around family violence (White Ribbon), relationships and the effects of pornography. • Acquisition of funding for a six month 'Mayors' Taskforce for Jobs pilot across the district. 	<p>WaiYouth and Youth Council</p> <p>North Canterbury and Regional Youth Service Providers</p> <p>Local Government New Zealand</p>



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Next Steps

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4.5. **Success Factors**

- 4.5.1. The willingness of local organisations, service providers and decision makers to openly communicate and commit to working collaboratively has been key in our District's ability to respond to the impact of COVID-19 on our communities.

This has resulted in timely and thorough planning for COVID response right through the 2020 and 2021 lockdowns and recent implementation of SIQ (Self Imposed Quarantine)

- 4.5.2. A proven track record with funders, who strongly endorse what they call the 'Waimakariri Way' has meant that we have been able to be aspirational in creating projects like the Kaiapoi Hub, Next Steps website, Community Support Coordinator project, Mayor's Taskforce for Jobs, Mobile Hub, Arts Strategy and 'On Track' capability building series. This will ensure sustainability of projects that will have significant impact on the social wellbeing of Waimakariri Residents

4.6. **Challenges**

- 4.6.1. Whilst local collaboration and planning for the welfare response has been sound, a lack of transparency, and what appeared to be poor and indecisive planning and/or communication at CDHB level, presented challenges for community partners and staff. There was concern that the health response was not sufficiently prepared to support vulnerable residents and that a lack of clear communication lines between MSD and Health could lead to people falling through the cracks.

Staff have worked with MSD and Social Services Waimakariri to raise and address some of these issues, including leading discussions with CDHB staff about the value of genuine collaborative planning.

- 4.6.2. In line with challenges in working with Health, staff have recognised an opportunity to review the Waimakariri Health Advisory Group's role in affecting positive health outcomes for the district.

With a change in leadership and amidst the busyness of the COVID pandemic the group had become more of a networking group and, as a result was somewhat directionless. In response, consideration had been given to amalgamating the group with Social Services Waimakariri. However, staff recently facilitated a workshop with the group to review it's kaupapa and Terms of Reference and, effectively consider how to ensure it could function as a means to affect better healthcare outcomes for local residents. As a result, working groups have been developed to frame formative information to guide planning for a review of, not only the group's Terms of Reference, but also clear strategic objectives to frame its work.

4.7. **Going forward**

Staff continue to work with community partners to identify and respond to emerging COVID-related issues affecting local residents. Ongoing priorities include:

- 4.7.1. Continued development and delivery of a wellbeing series for men, focussing on suicide prevention and mental health, family violence, alcohol harm and addiction. This is evidenced by disproportionately high male suicide and family harm stats. Staff are currently partnering with Waghorn builders on project development, following the success of last two 'Tradie Breakfast' suicide talks.
- 4.7.2. Launch and continued development of the 'Next Steps' support-navigation website

- 4.7.3. Progression of the community, governance and operational aspects of the Kaiapoi Community Hub.
- 4.7.4. On-roading of the Mobile Community Support Hub, including operational process and the securing of a sustainable funding model to ensure its long-term availability to support communities in crisis.
- 4.7.5. Progress toward applying the nationally recognised 'Welcoming Communities' framework to our work the Migrant and Inclusion portfolios.
- 4.7.6. Completion of the Waimakariri Arts Strategy development and associated projects to reenergise and build resilience as our District recovers, beyond COVID.
- 4.7.7. Support for a community-led approach to addressing our lack of adequate transitional and emergency housing. While not directly a COVID recovery project, associated increases in family harm, mental health, addiction and financial hardship mean that the need is likely to continue to increase post-COVID. To this end, staff have been working with Social Services Waimakariri, Ministry of Social Development and key government and non-government providers to prepare a case to the Ministry of Housing and Urban Development to fund such provision in the Waimakariri District.
- 4.7.8. Successful completion of the Mayor's Taskforce for Jobs pilot, with the aim of securing sustainable funding for ongoing provision of this valuable local initiative.

Implications for Community Wellbeing

There are significant implications on community wellbeing as a result of this works:

- The application of an evidence-based, community-led approach ensures the development of sound, relevant initiatives that empower residents to plan a part in creating a safe, healthy, connected and resilient District
- This work centres on the creation of connected, inclusive communities, where people have a sense of belonging.
- Broad sector collaboration results in better and locally accessible social, health, education and community service provision.
- People are empowered with skills and opportunities to access employment and engage in the life of their community.
- Community groups and volunteer-involving organisations are adequately skilled and resources to support the needs and deliver quality service to local residents
- Our community will be able to sustain itself through future natural disasters or crises without strain being put on supply chains.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

The relationships that the community have built through engagement with Ngāi Tūāhuriri hapū and local and regional Māori health providers have fostered an increased the reach of information and supports for the rūnanga and the whanau that it supports.

Staff continue to seek Ngāi Tūāhuriri feedback and representation on local networks.

5.2. **Groups and Organisations**

Through its various working parties, project coalitions and steering groups, the Community Team has established and maintains an in-depth working knowledge of the Waimakariri District and the physical, socio-economic and environmental factors that affect the quality of life of our residents. The Community Team applies a community-led approach to its work, collaborating with well over 300 community, education, businesses and government and non-government stakeholders.

5.3. **Wider Community**

Broad community engagement is an important part of the work of the Community Team. This ensures a community-led approach that is relevant to all with a stake in creating a safe, healthy, connected and resilient District.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

There are no significant immediate financial implications for Council in relation to the content of this report. Sound funding strategies have been developed for key projects. Additionally, Community Team staff will assist with the acquisition of external funding for some of the key projects that are identified by the networks that they support.

6.2. **Sustainability and Climate Change Impacts**

The information in this report does have sustainability impacts.

This work directly affects the sustainability of our community and our environment through initiatives that repurpose or reuse assets and through the expansion and development of community gardens, food forests and edible trees in public places. Using our greenspaces to support the health, wellbeing and physical nourishment of our community we maximise the use of the environmental resources we have.

6.3. **Risk Management**

The Community Team maintain strong relationships with internal (Council) and external stakeholders to ensure that initiatives are community-led and sustainable.

6.4. **Health and Safety**

Health and Safety considerations are included in planning for all Community Team facilitated initiatives.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation** N/A

7.3. **Community Outcomes**

As detailed in the attached report, the collective work of the Community Team aligns with the following Community Outcomes:

- Effect is given to the principles of the Treaty of Waitangi
- People are friendly and caring, creating a strong sense of community in our District
- People's needs for mental and physical health and social services are met
- There is a safe environment for all
- People have wide ranging opportunities for learning and being informed
- There are wide ranging opportunities for people to contribute to the decision making that affects our District
- Public spaces and facilities are plentiful, accessible and high quality
- There are areas of significant indigenous vegetation and habitats that support indigenous fauna
- The community's cultures, arts and heritage are conserved and celebrated
- Transport is accessible, convenient, reliable and sustainable

7.4. **Delegations**

None



Tessa Sturley
COMMUNITY TEAM MANAGER



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EXECUTIVE SUMMARY

The last six months has been very significant for Food Secure North Canterbury as we continue to see the balance of new initiatives and the strengthening and development of existing projects.

Our decision to engage a communications and marketing contractor and some administrative support has been key to these last months as we see real empowerment of our wider community. This is happening through our social media and communications channels because we can showcase and champion grassroots initiatives to our audience whilst never losing sight of our key partners and their need to continue with their core work. Food Secure North Canterbury really does just continue to grow and flourish. The governance group is now able to really focus on governance and our next step will be to strategically look at these last two years and what it has meant to us and then forward into the establishment of the real infrastructure side of our project through the Kalapoi Community Hub and the education hub at the Kalapoi Food Forest.

We have developed a budget and plan moving forward to enable the governance group to continue and support the great work that has been established in our district. Despite the fact the two years is coming to an end FSNC is really now starting to fly.

Through the collaborative networks we have, FSNC was able to be a key part of our communities response to SIQ. We were able to use our systems and foodbank networks to look after those who needed it most.

A key focus for us moving forward will be engaging with the local business networks more strategically through a series of dinners to build connections into that sector.

A key part of our two year plan was to be a key part of two community hubs. One larger one in Kalapoi and one in Amberley. These projects are both well underway, are collaborative, involve both councils, other community groups and of course key partners from within Food Secure North Canterbury. To be a part of these two initiatives are such an important part of the long term vision of Food Secure North Canterbury and are also very exciting for the long term well-being of the district.

The vision of Food Secure North Canterbury was always going to take longer than two years to implement, however its exciting to see how much we have achieved in this time and the platform that it gives us for the future.

This report covers the last six months but concludes with a page containing some of the statistics reflecting on the last two years.



VALUES

01.

**Kaitiakitanga
Guardianship/Protection**

We are committed to the Conservation, Replenishment and Sustainability of the environment. We aspire to safeguard our communities' future.

02.

**Whanaungatanga
Connection/Relationship**

We will work in an Inclusive and cohesive manner. In our work we will use mana enhancing practises, resulting in an empowered, equitable and nourished community.

03.

**Rangatiratanga
Leadership/Authority**

We will provide intentional leadership that nurtures innovative and courageous responses to food security in our communities.

KEY STATISTICS



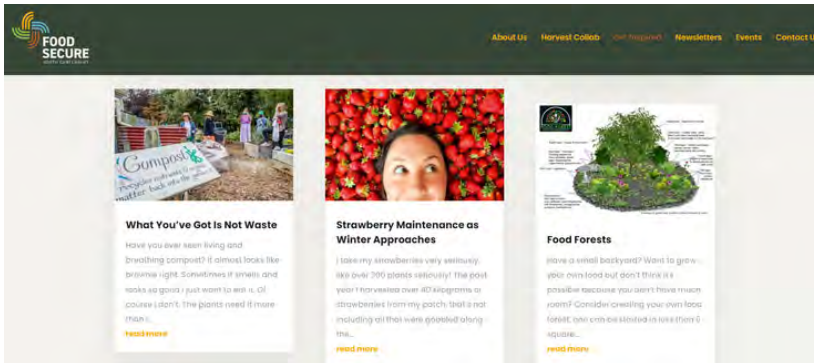
89% food is from rescued sources

109,606 kilograms of food
131,161 equivalent meals



23 Food forests in development

35 partner organisations
Multiple schools now engaging



6,202 kg from Oxford & District Lions Club vegetable plantings (Jan to May)

New business partnerships being developed.
Newsletter, blog and facebook established and attracting good online activity.

Testimonial

We have a Friday food stall that was started for our older residents living in our social housing area this has flourished into a great meeting and conversation hour for our community with support asked and given from the community. This also includes recipes for surplus food that is on offer or seasonal produce our local lions arrive with potatoes and pumpkin they have grown and the Menshed have partnered with us and have bags of kindling wood on offer.”



PARTNER REPORTS

SATISFY FOOD RESCUE

SATISFY FOOD RESCUE IS CONTRIBUTING TOWARDS A FOOD SECURE COMMUNITY BY RE-DIRECTING SURPLUS EDIBLE FOOD FROM FOOD RETAILERS, GROWERS AND WHOLESALERS TO COMMUNITY ORGANISATIONS THAT ARE WORKING WITH THOSE IN NEED. TWO MEMBERS OF OUR ORGANISATION (ONE STAFF AND ONE TRUSTEE) ARE A PART OF THE FSNC IN THE GOVERNANCE GROUP.

Highlights

Satisfy Food Rescue's highlights from January 2022 to June 2022:

- We have rescued significantly more food than in the same period last year (23% increase in 2022 five-month period Jan to May compared to 2021).
- For the period Jan 2022 – May 2022 we have received 67 donations from NZFN amounting to 36,754kgs of food. This increase from the same period last year is partly due to a significant portion of this food being received as SIQ food as well as their recognition of the work Satisfy do in distributing to many community organisations in. We are regularly receiving multiple pallet loads of food each week from them.
- Our collaboration with Oxford & District Lions Club (ODLC) continues with the first harvest of this year's produce just before Christmas. From the start of this harvest through to the end of May the Lions have donated 6,683kgs of fresh produce to Satisfy which has then been redistributed through the community.
- Through the 20th to 24th of June 2022 we celebrated National Volunteer Week with our team of volunteers, sharing gifts, food and messages of thanks with our volunteers each day. We did a week-long social media campaign to recognise the value of our volunteering team, sharing testimonials and pictures of our dedicated teams.
- The number of regular recipient organisations we support has increased to 35 and we are continually collaborating with other non-profits and community organisations to support one off events for the region.



- Naked Cuisine's Naked Locals soup collaboration (<https://nakedcuisine.co.nz/local-heroes/>). Satisfy are excited to continue this collaboration into 2022. We are one of two food rescue organisations across Aotearoa who have this opportunity to collaborate with Naked Cuisine this year, with Fair Food being the other.
- We have commenced regular collections from Fresh Choice Oxford, taking our donor stores to 8.
- Data Project - We were chosen by Aotearoa Food Rescue Alliance (AFRA) to pilot and be one of the first member organisations to run the new data platform called Airtable. This has gone exceptionally well and AFRA has opted to roll this out across their membership.
- We are supporting Waimakariri and Hurunui foodbanks with funding for food parcels for those in Self Isolating Quarantine (SIQ) and as a New Zealand Food Network (NZFN) Food Hub, receiving SIQ food to distribute to our community organisations supporting those in need whilst isolating. This contract will continue until the end of the year.
- We received funding to allow us to lease a new chiller, more than doubling our capacity to store chilled food. This has been a valuable addition to our equipment. For example we recently had a call from Inghams who had 800 chickens that were surplus and too short dated to be sold. Without the new chiller we would have been unable to receive this donation in full. The foodbanks were extremely grateful to receive this valuable protein.
- We continue our work with other stakeholders towards the purpose built Satisfy facility at the Kaiapoi Community Hub, this is such an exciting project for Satisfy to be part of. The project will be set up with a new Trust overseeing the facility and owning any buildings on site to maximise the longevity of the collaboration.
- Building more relationships, partnerships and collaborations;
 - Inghams Chickens and Halls Cold Chain Logistics worked collaboratively with us recently to safely donate over 800 chickens to Satisfy. Through conversation and recognition we were able to connect with Halls to have them offer to support Inghams with delivering any future donations to Satisfy free of charge.



- Farmlands initiative underway, with their customers donating eggs for us to distribute out.
- Strengthening donor relationships with PAK'nSAVE Rangiora and Kaiapoi New World in particular as they support us with bulk purchasing food for North Canterbury foodbanks.
- We now provide food to every primary school in Kaiapoi, feeding children with breakfast clubs and fruit in classes.

HARVEST COLLABORATION

Harvest Collaboration 1

This was featured on Newshub in May and we were excited to share about our collaboration between FSNC, Satisfy and Kaiapoi High School where their students are using excess produce available as a teaching resource. Finished product including, jams, bottled fruit and soups etc are donated back to Satisfy to be sent out to our community organisations to support those in need.



Harvest Collaboration 2

We have also connected with the local Soroptimists International of North Canterbury who have kindly processed excess fruit to jams and preserves, made pumpkin soup from pumpkins received from the Lions club and will be making bolognese to be donated back to Satisfy. We are looking forward to this partnership continuing.

Key Actions Planned:

Kaiapoi Community Hub - Continuing to work with Waimakariri District Council, funders and other stakeholders to realise the vision of a community hub in the Kaiapoi Red Zone that will have among other things, collaborative spaces and a dedicated purpose-built facility for Satisfy to operate out of.

Amberley Offshoot - Continuing to work with Hurunui District Council and local Hurunui food banks to establish a collaborative space that Satisfy can operate an offshoot out of so that we can better serve the people in the Hurunui.

Bulk purchasing - When it came down to looking at the numbers and purchasing power of the New Zealand Food Network it became clear that we would be able to get better prices of bulk food by going through the supermarkets directly. We have been able to place two significant and sizeable orders with local supermarkets, purchasing foodbank staples to help line the shelves of North Canterbury foodbanks.



KAIAPOI FOOD FOREST²⁰¹

WE RUN A COMMUNITY FOOD FOREST WITH A FOCUS ON EDUCATING PEOPLE ON HOW TO BE MORE RESILIENT BY GROWING FOOD IN A SUSTAINABLE WAY. ONE OF OUR TRUSTEES SITS ON THE FSNC GOVERNANCE GROUP.

Highlights

This past weekend we set up a new food forest in Rangiora at a local pre-school - here is their testimonial

Leaps & Bounds Montessori - Rangiora

Golly do we have a surprise for the tamariki in the morning!

This morning the team got together with Brent from Kaiapoi Food Forest - kai is in our name for a working bee at preschool and gosh did they give it everything! We have new gardens, we have EIGHTEEN new fruit trees, we have herbs, we have native trees with medicinal properties to teach the tamariki about, we have grasses, we have lavender, we have mulch, we have it all going on!!!

Huge thank you to Brent for giving us trees, mulch, time and knowledge!

Massive thank you to McAlpines Mitre 10 MEGA Rangiora for their very generous donation of fruit trees and to the lovely Rowena who made sure

Nikki and Ashlee were picking the right things this morning!

Thank you to the team of four mini supervisors this morning who kept us all in line! It was a tough job but someone had to do it! Thanks Jordan, Masie, Oly and Harry

And a GINORMOUS thank you to the team who made it happen. I couldn't be more proud to work along side this team of passionate, dedicated women who go above and beyond to provide the children with the very best care, education and environment every single day.



Highlights continued

We had our Pou installed!

Here is the korero associated with the pou.

These pou are based off the Māori gods Haumia-tiketike and Rongomātāne.

Haumia-tiketike, the atua of wild and uncultivated foods is shown wearing kākahu reflecting the care taking involved in achieving healthy harvests.

Rongomātāne, the atua of cultivated foods and the kumara. He is represented by one hand on his puku (stomach), the other by his korokoro (throat), this symbolises illness but also marking the area you would come to harvest rongoa for these ailments. His piupiu resembles the strong roots from which plants need to grow and thrive.

Both pou are there to promote kai sustainability and also create awareness within the realms of rongoa (Māori medicine).

Ngā mihi to Dion Hancy the carver



Our Wednesday food deliveries are having more new people visit and have connected with Wellbeing North Canterbury to assist with additional support for some.

We distribute food (from Wednesday delivery) to the fruit and vege stands at both Pines Beach and Pegasus

We celebrated Matariki with a large family event, powhiri to welcome visitors, entertainment, educational element about the stars, food, stalls and hangi



OTHER PROJECTS

KAIAPOI COMMUNITY HUB

Over the last 6 months work has progressed well on the development of the Kaiapoi Community Hub. This has involved the key stakeholders working through the final stages of setting up a trust to govern the site. The hub will be the new home for Satisfy Food Rescue and two other community groups as well as having shared space for wider community engagement. From a Food Secure North Canterbury perspective the community hub will enable our education and longer term skills-sharing and inter-generational engagement priorities to really establish themselves.

There has been excellent engagement with the Council and other professional bodies as we finalise building design and land reports in conjunction with them as key partners. A full funding strategy has been developed of which Food Security is one element. Watch this space - exciting times!



OPEN OUTDOOR EDUCATION HUB

KAIAPOI FOOD FOREST

Final designs being presented so working drawings/engineers reports etc can be completed. The idea is to do the build over 7 days, build will be in sections, will hope to create media attention and volunteer tradies will be able to come in for short stints without disrupting their own business too much.

This project will be a huge asset for the community and is attracting significant business interest.



CHALLENGES

The increased quantities of rescued food and new donors/relationships/partnerships have resulted in a number of challenges:

- More employee hours required (to manage logistics of food distribution and storage)
- More volunteer hours required (to sort and distribute food)
- Increased pressure on space for transporting food. We will need an additional vehicle soon and have started making contact with some local businesses to discuss sponsorship opportunities for an electric vehicle. We will also investigate funding for a closed trailer to allow us some flexibility in the interim.

The new premises still has some challenges:

- Increased expectations on volunteers especially when moving and receiving inwards stock, plus also cleaning such a large warehouse area.
- Large truck manoeuvring for deliveries can be tricky since we do not have a turn-a-round area. We have had to arrange to pick up some deliveries from third party locations since some vehicles can't drop off at our location.
- No forklift means that receiving palletised food from trucks with no tail lift, means a hand unload.



Navigating bureaucracy around activating public spaces for the community to use easily.

ie. processes with local govt to make it more straight forward for the community.

CONCLUSION

Another really exciting 6 months in our journey to becoming food secure as a community. The collaboration that exists and the culture that has been created within Food Secure North Canterbury ensures the future is sound.

Transitioning from supporting the foodbanks, to strengthening our key stakeholders and their work and now community awareness and engagement shows the process and intentionality of the work. This has always been about the community, and now our community is really starting to grasp hold of the vision and run with it.

Having a well established website, newsletter, blog and social media also means the brand is becoming known, trusted and sustainable. This partnered with the two building projects we are involved in really does mean the investment that has been made in terms of resource, manpower over these last two years will impact our community far into the future.

Food Secure North Canterbury really is "bringing together people, knowledge and resources to feed and empower North Canterbury."





FOOD SECURE

NORTH CANTERBURY

Financial Report

Satisfy Food Rescue Collaboration									
Grant Item	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	Total spend (Sept 2020 - June 2022)	contributions from others (Sept 2020 - June 2022)
Grant	-	#####						600,000.00	600,000.00
	-								-
Wages	8,611.18	9,716.95	9,332.21	#####	-	-		75,000.48	78,620.00
Food	-	1,148.63	1,000.00	#####	-	#####		64,800.61	58,000.00
Food Storage	-	1,062.34	-	-	-	-		48,368.34	36,000.00
	-	-	-	-	-	-		-	-
Utilities	528.48	431.54	393.66	381.93	413.56	399.78		29,754.90	36,000.00
CRM	-	-	-	-	-	-		-	720.00
Rent	-	2,176.71	4,353.42	2,176.71	-	2,176.71		48,108.38	57,000.00
	-	-	-	-	-	-		-	-
Development	600.00	-	-	600.00	-	#####		69,559.50	262,500.00
Education	-	-	-	-	-	-		804.27	51,000.00
	-	-	-	-	-	-		-	-
Social Marketing	1,145.50	600.00	857.38	-	1,020.00	704.36		6,485.24	23,000.00
Data Collection	-	-	-	-	-	-		67.74	-
	-	-	-	-	-	-		-	-
Other Funders	-	-	-	-	-	-		-	-
Other	-	-	-	-	-	-		252.78	-
	- 9.61	- 27.49	- 43.76	- 44.54	- 67.12	- 73.04		365.53	-
Total	#####	15,108.68	#####	- 785.93	#####	#####	-	342,836.71	602,840.00
Balance remaining								257,163.29	



EVERYONE IN AOTEAROA NEW ZEALAND SHOULD BE ABLE TO ACCESS GOOD FOOD AT ALL TIMES

With local food systems that are regenerative, inclusive and resilient, food can be a catalyst for systemic change.

GOOD FOOD

ROAD MAP

Food and beverages that are affordable, nourishing, appetising, sustainable, locally produced and culturally appropriate.

A strategic framework to encourage consistency in approach, efficiency in use of available resources, and increase collaboration for collective impact.

FOOD INSECURITY

The food system is not working for all, with many unable to access adequate good food, and are consuming less nutritious food due to limited options.

FROM

FOOD DEPENDENCY

The food system is not accessible to all, creating the need for ongoing financial and other support for people to consume good food.

Supporting communities' right to nourishing food and drink

Supporting sustainable, self-determining, and mana-enhancing community participation in local food systems

Supporting local food systems to reflect who we are as Aotearoa New Zealand

Supporting communities to take control of their food and drink intake with more options to support their health and wellbeing

Supporting all levels of the food system to be resilient, with sufficient, adequate and accessible food to all, at all times

GOOD FOOD IS ACCESSIBLE, AFFORDABLE AND AVAILABLE TO ALL

SUPPLY OF GOOD FOOD IS COMMUNITY-LED, INDEPENDENT AND COLLABORATIVE

GOOD FOOD IS AUTHENTIC, LOCAL AND CULTURALLY DIVERSE

UTILISATION AND CONSUMPTION OF GOOD FOOD IS THE BEST AND EASIEST CHOICE

THE SUPPLY OF GOOD FOOD IS STABLE, SECURE AND SUSTAINABLE

FOOD SECURITY

The food system enables all people, at all times, to have physical, social and economic access to good food which fulfill their dietary needs and food preferences for an active and healthy life.

TOWARDS

FOOD SOVEREIGNTY

People exercise the right to good food and have the right to define their own food systems - placing the control of food back into the local communities.

ACTION POINTS

A RESILIENT LOCAL FOOD SYSTEM

GOOD²⁰⁹ FOOD

ROAD MAP

COMMON GOAL

Good Food Road Map is a collective strategy towards food security and food sovereignty in Aotearoa New Zealand in order to help strengthen the overall health, wellbeing, and resilience of our communities.

Achieving this goal requires all of us working together, collaborate and co-create to shift our food systems to better support our people, community, and environmental wellbeing.

It is time to reconnect to our indigenous wisdom, valuing our diverse cultural knowledge around food supply and demand – where food is produced in ways that nourish our people and protect our environment.

On this journey, the right food policy is paramount to optimise food production, distribution, availability and affordability, reducing environmental impact, as well as regulating food advertisements in public spaces and packaging, so it can promote and support the consumption of good food, while educating about the health risks associated with foods that are ultra-processed and high in fat, sugar and salt.

There is an urgent need for developing local food systems that are regenerative, inclusive and resilient, understanding that food can play a critical role in driving systemic change and if produced, delivered, selected and consumed in a sustainable manner, it can improve individual and collective wellbeing, foster multiculturalism and social cohesiveness, build climate and community resilience, preserve and restore the natural environment, create jobs and regenerate communities.

There are plenty of well-structured stand-alone initiatives in New Zealand that together, can create a powerful movement towards a sustainable food system; but they need strategic support and guidance to leverage the work required to deliver positive long-term systemic change.

As a country, we have the necessary resources and collective intelligence to organise, motivate and implement a set of game-changing initiatives. Acting locally, we can have positive transformations in this field and create changes across all sectors within the food system.

The Good Food Road Map is a plan to tackle food insecurity, a proposal taking a realistic approach based on harnessing international experience and local knowledge, leveraging existing resources from different stakeholders, working together to influence the necessary policy and behaviour changes to achieve food security and ensure that food sovereignty remains in the control of our communities in Aotearoa.

This road map supports and aligns with many other local and international food charters, including the C40 Good Food Cities Declaration¹, where leaders of major cities around the world committed to promote and preserve the health of citizens and the health of the planet by working to transform urban food systems.

¹ C40 World Mayors Summit - Copenhagen, Denmark (October 10, 2019)

GOOD²¹⁰ FOOD

ROAD MAP

Vision

Everyone in Aotearoa New Zealand should be able to access good food* at all times.

Mission

Develop and establish sustainable local food systems**, so all individuals and whānau have access to food and drink that are affordable, appetising, nourishing, and nutrient dense, in order to improve community health and wellbeing.

**food and beverages that are affordable, nourishing, appetising, sustainable, locally produced and culturally appropriate (adapted from FAO and different food charters).*

***a collaborative network that integrates sustainable food production, processing, distribution, consumption, and waste management in order to enhance the environmental, economic, and social health of a place, ensuring food security and nutrition (FAO; Community-Wealth Org).*

Five ideal scenarios - targets



Food
Equity

Ideal

1. Individuals and whānau should all be able to meet their basic human rights to nourishing food and drink.

Facts

- The current global food system is out of balance. Millions of people around the world suffer from hunger, yet many more have an unhealthy diet that contributes to premature death and rising healthcare costs¹.
- This scenario is not different in New Zealand. Most of our food is consumed in cities² and food insecurity, malnutrition, child undernutrition and micronutrient deficiencies are increasingly urban problems, just as much as rising rates of chronic diseases.



Food
Sovereignty

2. Individuals and whānau should be able to participate in their local food system in a sustainable, self-determining, and mana-enhancing way.

- Our people and communities hold collective wisdom (cultural, life experience, individual knowledge) that could effectively shape the food system (demand, supply, marketing, consumption) so that it is supportive of their wellbeing.
- The recovery of the people is tied to the recovery of food, since food itself is medicine; not only for the body, but for the soul, is the spiritual connection to history, ancestors and the land.³



Food Culture
and
Traditions

3. Our food system should reflect who we are as Aotearoa New Zealand – a diverse and multi-ethnic society with strong indigenous culture, the ‘capital of Polynesia’.

- Our existing social, economic and environmental challenges demand a collective approach, tackling the problems at their heart in order to truly deliver systemic change. Food plays a critical role in this process with an equally pivotal and cross-cutting role in driving change, since the connections among food, culture, and society, incorporates our cultural heritage and ethnicity, but is not limited to it. Food can foster multiculturalism and social cohesiveness, celebrating our nation’s diversity, cultural identity and sense of place, which is closely connected to the land and the food systems. Indigenous and traditional knowledge offer a wealth of experience that can inspire local food systems to reconnect people to whenua, restoring the natural environment and enhance community resilience.

¹ FAO, 2018, The State of Food Security and Nutrition in The World

² C40, 2019, In Focus: Addressing food related consumption in C40 cities

³ Winona LaDuke in Recovering the Sacred, 2005



Food for Health and Wellbeing

Ideal

4. Individuals and whānau should be able to take control of their food and drink intake.

They need a food system where the best choice is the easiest choice – this means more options and alternatives to support their health and wellbeing.



Food Resilience

5. All levels of the food system need to be resilient ensuring the supply of sufficient, adequate and accessible food to all.

In order to preserve the environment and ensure food and nutritional security for all, there needs to be a transition based on sustainable development principles⁶.

Facts

“We have good access to bad food and bad access to good food.” Individuals and whānau in Aotearoa are suffering from diet-related chronic diseases.

- One in five deaths can be associated with bad diet⁴. The leading diseases associated with diet related deaths in New Zealand are coronary heart disease, stroke, colon and rectum cancer. Those who live with diet-related diseases are more likely to experience poorer mental, social, and educational outcomes⁵
- Community, non-governmental, and non-profit organisations deliver a number of initiatives tackling the food system, particularly around urban production and food environments. However, many of these initiatives face obstacles including policy constraints, funding constraints and lack of influence or access to decision makers.
- There are also significant and complex underlying systemic issues that cannot be addressed by the community alone:
 - loss of productive land
 - unsustainable business practices
 - waste reduction
 - regulations that can lead to commercial interests favoured over community wellbeing
 - fragmented approaches to addressing the food system e.g. multiple stakeholders with shared interests working independently
- As an island nation with close island nation friends in the Pacific – we are at the forefront of experiencing the effects of climate change. Furthermore, our diets are not just hurting our health but also the eco-system that supports human life⁷. Food is among the largest drivers of global environmental change contributing to biodiversity loss, freshwater overuse, interference with the nitrogen and phosphorus cycles, and land-system change. The world is in a climate crisis, where droughts, floods, desertification and extreme weather events, is reducing our ability to feed everyone on the planet⁸.
- An estimated one-third of all food produced is either lost or wasted. Food loss also represents a vast waste of labour, water, energy, land and other natural resources, as well as emissions, that went into producing it⁹.
- Local food systems¹⁰ are inherently more resilient and provide greater food diversity. Their development, promotion, and protection have a key role to play in achieving greater food security while minimising food waste and GHG emissions¹¹.

⁴ Lancet, 2017, *Health effects of dietary risks in 195 countries*

⁵ OECD, 2019, *The Heavy Burden of Obesity*

⁶ FAO 2017, *Food Security and Nutrition in the Age of Climate Change*

⁷ The EAT- Lancet Commission <https://eatforum.org/eat-lancet-commission/>

⁸ UN Dispatch, 2017, *Climate Refugees Explained*

⁹ FAO, 2015, *Food wastage footprint & Climate Change*

¹⁰ <https://community-wealth.org/strategies/panel/urban-ag/index.html>

¹¹ FAO 2017, *Food Security and Nutrition in the Age of Climate Change*

GOOD²¹² FOOD

ROAD MAP

Action Plan

This document provides a framework for an individual plan towards a collective goal having the five ideal targets as a reference. Once you define the approach or initiatives, please share and connect with others so your work can inspire and contribute to systemic change.

Location: *[Place, Contact Person]*



Action Points

1. Supporting communities' right to nourishing food and drink

Examples of intended approach or initiative

- Supporting an overall increase of healthy plant-based food consumption (which involves eating more fruit, vegetables, nuts, and legumes, and for many, less food from animal sources) by shifting away from unsustainable, unhealthy diets.



2. Supporting sustainable, self-determining, and mana-enhancing community participation in local food systems

- Working with Iwi, community, businesses, public institutions and other organizations to develop a joint strategy for implementing these actions and achieving these goals inclusively and equitably.



3. Supporting food systems to reflect who we are as Aotearoa-New Zealand – a diverse and multi-ethnic society with strong indigenous culture, the 'capital of Polynesia'

- Working with local communities to revive and strengthen cultural food practices that are good for the people and the environment, and celebrates our unique diversity



4. Supporting individuals and whānau to take control of their food and drink intake via a food system where the best choice is the easiest choice

- Supporting urban/backyard food production and local/neighbourhood food collective/cooperative schemes
- Talking with policymakers to ensure that schools, hospitals and other priority settings are supported to provide and promote healthier food as the default



5. Supporting all levels of the food system to be resilient ensuring the supply of sufficient, adequate and accessible food to all, in the face of various and even unforeseen disturbances

- Reducing food loss and waste through education and transformation of current practices.
- Incentivising local food production and supply chain to increase local demand and consumption.
- Supporting regenerative agriculture

The information below is to help planning and can be used to ensure consistency and develop collective data to communicate the impact that the initiatives will have not only in your region but across Aotearoa New Zealand.

Please provide if you have available.

Example of resources available to deliver intended actions (can be for all or one of the action points above)

What are the main challenges your location has faced/might face in delivering the intended actions? (if any)

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-01-04 / AQU-02-09 / 230124008696

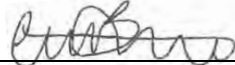
REPORT TO: COMMUNITY AND RECREATION COMMITTEE

DATE OF MEETING: Tuesday 21 February 2023

AUTHOR(S): Matthew Greenwood, Aquatics Manager

SUBJECT: Aquatics February Update

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



General Manager



Acting Chief Executive

1. SUMMARY

- 1.1. This report is to provide the Community and Recreation Committee with a summary of the Aquatic Facilities Unit's year to date progress, as measured against the unit's most significant Key Performance Indicators. It includes a summary of customer attendance and a budget update for the year to 30 December 2022.
- 1.2. This report details current staffing and recruitment activities, information on alternative pool treatment options and actions regarding opportunities to address barriers for young women and those affected by period poverty.
- 1.3. This report seeks approval for a six month trial of a discounted entry rate for parents with pre-schoolers with the aim of reducing barriers and increasing attendance.

Attachments:

- i. Nil

2. RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 230124008696.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial results, Water Quality and Customer Satisfaction.
- (c) **Approves** a limited six month trial of a discounted entry rate of \$3.20 for Preschool and Caregivers who hold a valid Community Service card.
- (d) **Supports** staff in further investigation of this initiative with the aim of informing Councils Long Term Plan.
- (e) **Notes** the impact of recent recruitment and staffing movements which have required a temporary period of shorter hours at the Kaiapoi Aquatic Centre.
- (f) **Notes** investigation of alternative treatment methods following national CO2 supply issues.
- (g) **Notes** the opportunity for staff to address Period Poverty through collaboration with the Councils Community team.

(h) **Circulates** this report to the community boards for their information.

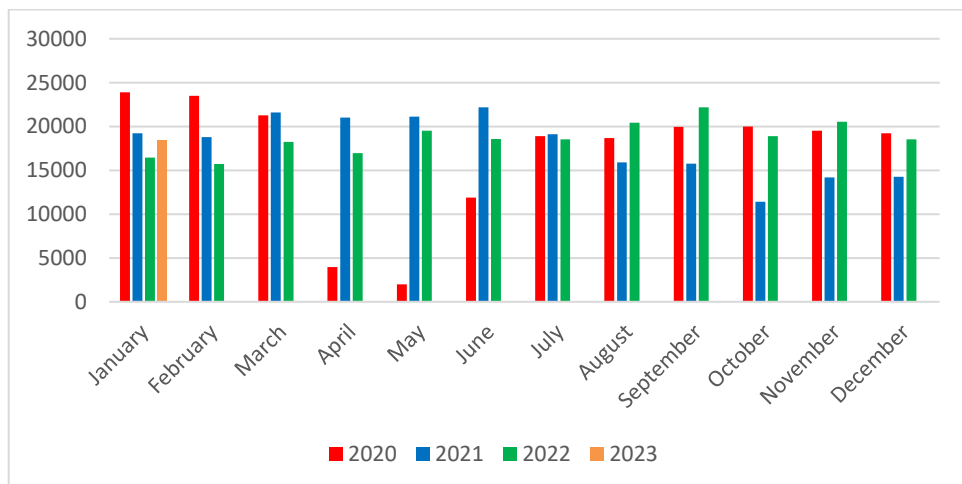
3. BACKGROUND

- 3.1. The Waimakariri District Council’s Aquatic Facilities team deliver strong aquatic programmes and enjoyable recreation opportunities for the ongoing wellbeing of our community and visitors. We do so from four sites: two indoor, year-round facilities and two seasonal summer pools, which operate over the summer period from October to April.
- 3.2. The Aquatic Facilities team work closely with partner organisations, clubs, trusts and interest groups to support water safety programmes, grow and develop swimming and Aquatic exercise initiatives, and works with the Council to ensure our facilities are inclusive places, accessible to all members of the community.
- 3.3. In 2017 Christchurch City Council introduced free swims for pre-schoolers and an accompanying adult. This approach is rare in smaller Councils but common across the three main centres possibly due to the cost being shared over a larger rate base. While there is anecdotal evidence that it increases attendance, this is offset against the impact to income and increased risk of service interruption.
- 3.4. Staffing and recruitment activities over the past couple of years, have been hampered by low unemployment, and a dynamic, fast moving employment market. Aquatics staff continue to work closely with Councils Human Resource team to ensure we identify and develop a strong pool of talent, ensuring high standards and safe enjoyable facilities for our community.
- 3.5. For a number of reasons, access to women’s hygiene products can be difficult and this can impact an individual’s ability to participate in recreation and learn key life skills. While the facilities have been able to source the occasional “sample pack” for emergencies, being able to address barriers such as those created by period poverty is key to wider inclusion and supporting an individual’s development.
- 3.6. The Waimakariri District Council has been part of Recreation Aotearoa’s Poolsafe programme since early in its inception as, in lieu of other legislation, the programme offers an independent assessment against key operating criteria, ensuring robust health and safety practices. Recreation Aotearoa enable sharing of best practice examples within the industry while engaging, lobbying and seeking clarification from Government departments on behalf of the industry.

4. ISSUES AND OPTIONS

4.1. Aquatics customer attendance

The following tables provide a summary of ticket sales across the facilities to date as at 9 Feb 2023. The figures for February 2023 are only partial representing just over the first week of operation.



The large dip in 2020 (red) coincides with the first national lockdown in April 2020 with the facilities closed. Similarly, September through November of 2021 (blue) saw the introduction of level restrictions, vaccine passes and head count limits within indoor spaces.

While attendance at the facilities is up on last year, January was not as busy as we had hoped. With schools not returning until the very end of the month, there was limited opportunity for programmes to run. Further, with it being the first big holiday period following a lot of national and global uncertainty, a lot of families will have taken advantage of this to travel impacting casual and recreation numbers.

It is also important to note the economic impacts both currently in play and across the last few years, with a surprisingly strong economy initially, post covid outbreak, through to the current situation with high cpi, amongst other impacts, limiting consumer discretionary spending.

4.2. Enabling better access for Pre-schooler's and Caregivers

Following a query from Councillor Cairns at the November Community and Recreation Committee meeting, staff have furthered their investigation into options around discounted entry rates for pre-schoolers and caregivers.

In 2017 Christchurch City Council announced that entry for Pre-schoolers and an accompanying adult would be free between the hours of 9am and 3pm, Monday to Friday during the school term. Following its initial trial this rate has continued to be offered at their facilities.

It was estimated by CCC staff that the cost of the initial six month trail would be around \$80,000. It is notable that Christchurch has a greater demographic of young families in comparison to our district as well as a larger rate base to offset additional costs.

Currently at our facilities a pre-schooler and caregiver entry costs \$4.20 being slightly more than a child entry of \$3.80 but significantly cheaper than the combined total of one child and one adult entry at \$10.50. In the 2022 year, across the network, we sold just under 13,000 of these entries for a combined total of \$53,000.

Unfortunately, further analysis of these numbers, such as a whether they entered between 9am and 3pm or during the school term time, is limited. However, by analysing customer visit trends it is likely to be around 10,000 customer visits and around \$42,000, with the majority of visits being within the 9am-3pm period.

Aquatics staff along with the wider Community and Recreation team work hard to remove any barriers to inclusion in context of the wider communities' needs and the importance of balancing activities within our current budgets to not overly affect the rates funding to ticket sales income split. Swimming is an important life skill for all children to develop additionally enabling families to spend quality family time in a safe and welcoming environment is core to a number of Councils Community Outcomes and will ensure a more healthy and engaged community.

Any discounted entry is likely to increase attendance somewhat however this is obviously offset by the decreased income take, depending on the option taken. While there has been some anecdotal discussion of "flow on benefits" such as additional ticket sales or increased learn to swim bookings this in practice has not found to be the case. We currently have a number of promising programmes such as our current outreach sessions with Plunket groups which have yielded promising results with follow through to Learn to Swim bookings.

Pools who have run these sessions are often hit with increased pool fouling's or "code browns" and while we offer swimming nappies, the demographic who are attracted to a facility for free or discounted entry are also those who struggle to fund the extra for a swimming nappy thus further perpetuating the issue. Pool fouling's are both a significant disruption to the operation of the facility, other customers as well as posing potential health

risks. While the occasional incident is an unfortunate factor of operation in this industry, significant and repeated incidents can tarnish facilities reputations further impacting on usage and customer perception. This risk can be addressed somewhat by selling swim nappies at cost price of around \$1 each.

When considering the experience and advice of other operators who have instigated similar programmes, staff have prepared the following three options which offer a balanced approach enabling access and offsetting risk.

- 4.2.1. Option one – Free entry to pre-schoolers and caregivers between 9am and 3pm, Monday to Friday during the school term. This option has the most impact for reducing barrier to entry and is likely to attract additional customer entries. However, it comes with a greater risk of impact to our operation, other customers and significant loss of income. This is not the recommended option.
- 4.2.2. Option two – discounted pre-schooler and caregiver entry rate of \$3.20 for those with a community services card. This option is a balanced approach, ensuring any discounts are received by those who most need it while minimising the impact on wider Aquatics income to around \$3,000 or less. This is the recommended option.
- 4.2.3. Option three - discounted pre-schooler and caregiver entry rate of \$3.20 for all pre-school and caregiver entries. Similar to option one, this is likely to have greater impact on driving customer visits than option two. Further this option also has a greater impact on ticket sale income, of around \$6,500 passing further burden to rates funding while moving against the recommendations in the Aquatics Strategy, undercharging for a similar entry at a majority of other national facilities. This is not the recommended option.
- 4.2.4. Option four – no change, standard pre-schooler and caregiver entry of \$4.20. This will have the least impact on customer attendance or budget. It is not the recommended option.

Staff propose that the chosen option is trailed for a period of 6 months to give the opportunity to further explore viability and impacts before the issue is brought back to this committee and a further decision made.

An entry rate of \$3.20 is equitable to the standard entry less the 25% discount for Community Services Card users. The Community Services card is useful for businesses such as ourselves to identify those in our community with the most need for additional financial support. It is standard practice for customer service staff to enquire about any applicable discounts such as community services or gold card holders to ensure both discretion and identify the best value for our customers.

We are seeking figures from Ministry for Social Development to confirm the number of community service card holders in the district with children under 5. Of that group, it is likely that only a portion of those are current or future customers.

Depending on the option chosen, we will work with the communications and engagement team to get the message out via appropriate networks to ensure maximum engagement and impact for the target users.



4.3. Staffing and recruitment update

Due to staffing shortages brought on by a number of students moving back to study and other movements within the team we have had to make changes to our operating hours at Kaiapoi for six weeks from the end of January through to mid-March.

This earlier closure avoids peak times and programmes which will continue to operate at their usual times. The evenings from 3pm at Kaiapoi are traditionally a quieter time, with its limited leisure opportunities. Customers will still have the opportunity to swim at either Dudley or Oxford pools which remain unaffected by these changes.

We have made a similar change in the past which, at that time was due in large part to the impacts of covid. While ongoing random covid isolations continue to put pressure on our roster, this situation has been brought on by a dynamic and challenging employment market.

In anticipation of these staff movements, we took on 12 staff in October being around 6 or 7 more than we have in previous years. However, the back log of shifts available, current staff movements, and differing availabilities meant that we are now looking to go out to the market again.

At the time of writing we are currently advertising for further Lifeguard roles. These shifts are advertised extensively in house first however a number of them are unable to be placed, so we are going external again. With a majority of the shifts available being nights and weekends, as part of our process we will also reach out to high schools, surf clubs and other interest groups to ensure our advert gets good coverage.



This continues to be a pressing issue for the industry with facilities at Hanmer and in the Queenstown area in the national media following an announcement that they are restricting their hours indefinitely to address the lack of available staff.

Following limited interest last year we kept the advert open for Learn to Swim positions throughout the holidays. This approach has seen mixed results in the past however on this occasion we have managed to attract some strong candidates with a passion for the role. This is a relief, as in recent terms a number of the leadership team have been roped into teaching regular learn to swim classes which takes them away from their core duties but ensures a continuity of service for the customer and therefore limiting the impact to the business. However, as you can appreciate this is not a viable long-term strategy, with the new staff poised to begin their training following the return of pre employment checks and police vetting.

Last year we advertised the new role of Waiswim Supervisor. Unfortunately, at the time there were no suitable candidates who applied, so we are continuing to work closely with Councils Human Resource team on the wording and placement of the adverts to ensure future adverts attract the right kind of people with skills required to support the team. This role which is already in the Long Term Plan, will free both the team leaders and tutors up to do what they do best. There by ensuring our customers get a dedicated person who ensures quality and consistency, having the ability to investigate and support unique customer concerns with workable solutions.

After following an exhaustive process, we were unable to identify any external candidates who were keen to take on Aquarobics tutoring to cover classes at the Oxford summer pool. This follows a number of earlier attempts to either attract talent as well as approach individuals from similar industries, such as gym fitness instructors, regarding additional work. While this tactic didn't yield any results, further discussions are yet to be had around the potential for contracting this service, which may address both community need and the risk of not being able to find staff for limited periods. Further, we continue to work towards fostering internal talent or attracting externals periodically.

4.4. Chemical supply and investigation of treatment solutions

In addition to the ongoing concern international shipping is putting on the supply of treatment chemicals, the lack of ongoing CO₂ supplies threatens to either drive up costs or impact our ability to properly treat the pool water.

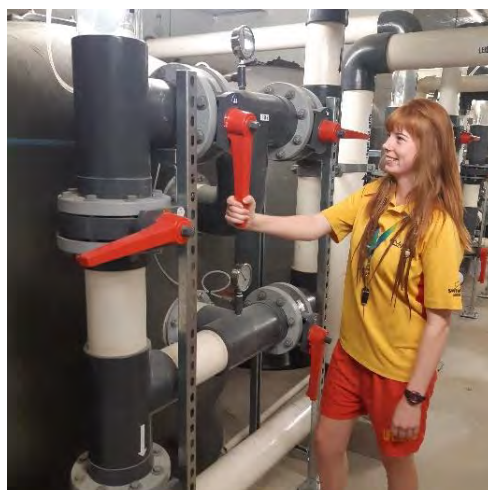
pH is the measure of how acidic or alkali a particular solution is and at our pools this is managed by the injection of CO₂ gas into the water. New Zealand Standard 5826:2010 requires us to keep the pH between 7.2 and 8.0 with results outside of this affecting bather comfort, water turbidity and the efficacy of Chlorine to properly disinfect the water.

The countries main supplier of CO₂ was the Marsden Point refinery which closed in April 2022. Following that Kapuni gas treatment plant became the main source however this is currently offline following plant safety concerns, it will be coming back online in February at a limited capacity building up over the year, however this is unlikely to meet current demand. With the main distributor BOC prioritising its water customers along with medical and other safety uses we are in a better position than most. Despite this, we have so far experienced a couple of outages, where we have had bottles on order but the delivery has been delayed requiring staff to manually dose.

A simple solution is to transition to Sodium Bisulphate dosing. Manual Sodium Bisulphate is currently the method used for managing the pH at Oxford and Waikuku Beach pools. However due to scale of plant, visitor loading and volumes of water we would need to look at automated solutions to ensure constant water quality balance and smooth any level changes.

Sodium Bisulphate dosing would require some additional equipment and a little bit more manual handling from staff compared to CO₂, however it achieves the same outcome with similar cost and less risk of future supply issues or price fluctuations. While we have only just started to look into our options, initial estimates are at around \$8,000 which could be funded from within current maintenance budgets. Additionally bulk purchase of Sodium Bisulphate will likely see savings in overall chemical costs which are not possible with the supply of CO₂ gas.

Staff will continue to monitor movements within the market and further investigate options to ensure the most cost efficient and effective control of water treatment systems



4.5. Putting an end to period poverty

Due to a suppliers rebranding exercise, Council's Youth Development Facilitator Emily Belton was able to organise a delivery of various ladies hygiene products to a number of much needed support networks, including the Aquatic Facilities.

The lack of access to sanitary products due to financial constraints, better known as Period Poverty, has a very real impact to many women, including our customers. Whether it's missing out on swimming lessons or fun activities with their peers, lack of access to suitable products can impact both access and attitudes towards recreation in what are often formative years.

We are currently looking at the best way to approach the issue of awareness of this opportunity, to minimise any stigma or barriers while making these products accessible within our facilities.

4.6. Updated promotional activities

To ensure we continue to put our best foot forward, staff have been working with Councils communications and engagement team on our advertising, branding and image. It was identified that a lot of the photos we had in our stock were dated, with most of our previous images taken by staff in 2015 then updated in 2017. These images are used everywhere from our advertising, recruitment and promotional material right through to reports to Council.

Additionally, these images do not currently include the full spread of programmes and activities within our facilities with key activities like Aquarobics and our swimwear shop notably absent.

Working with communications team, staff scheduled a couple of full days of activities to ensure when the photographers were on site we would capture a wide variety of programmed activities, staff duties and most importantly happy customers.

These images will now be processed and edited then incorporated into our advertising materials and publications in the very near future.

Implications for Community Wellbeing

While there are no specific implications contained in the issues raised above, Community Wellbeing continues to be the key driver for all activities within the district's Aquatic Centres. From the sharing of knowledge, developing key life skills, fellowship and the opportunity for recreation, rehabilitation and recovery, the wellbeing of our community is central to our ongoing relationship with our customers.

4.7. 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. **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. Aquatics staff continue to work closely with our key community partners and wider industry organisations, including North Canterbury Swim Club, Water Skills for Life, Waimakariri Access Group, Recreation Aotearoa, Swimming NZ and the North Canterbury Sports and Recreation Trust, to name a few.

5.3. **Wider Community**

In our most recent General Customer Satisfaction survey run September 2022, Aquatics achieved an overall customer satisfaction rating of 94%. This is up from our previous result of 91% six months prior and ahead of our targeted ≤90%. The next survey is scheduled to run in March 2023.

Aquatics staff continue to engage with our community, through platforms such as SwimDesk, the Councils website, Facebook pages and emails to members. Further, we invite feedback through our in-house surveys, customer feedback boxes, staff engagement and social media channels.

New opportunities including any discounted entries or access to much needed hygiene products will be widely communicated to appropriate groups through our networks and advertising channels.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

The following table summarises the Aquatic Facilities operational financial position in the 2022/23 year as at December 2022.

Aquatic Facilities Budget Summary	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000
Operational Income	675	973	(298)
Rates Funding	1,670	1,691	(21)
Total Income	2,344	2,663	(319)
Operation Expenses	1,812	1,784	(28)
Maintenance	132	146	14
Corporate overheads	362	367	5
Internal Interest	140	142	2
Depreciation	441	263	(185)
Total Expenditure	2,888	2,702	(185)
Total Surplus (deficit)	(543)	(39)	(504)

While attendance continues to improve year on year overall, it is down on forecast which impacts Operational Income. Councils Long Term Plan prior to and without the knowledge of the impacts and changing customer trends brought on by Covid. The final income deficit, currently 319,000 is anticipated to continue to not align with the activity as anticipated for the Long Term Plan budget, which will require a future adjustment against the covid loan.

The overspend in Operation Expenses is largely due to increased Electricity costs. Heating and circulation for the pools, air and domestic water at both indoor facilities comes mainly from electricity, with these costs required to continue to meet current levels of service.

As is consistent across Council, depreciation is a key issue following the revaluation of assets in the 2021/22 Annual report.

There are no financial implications of the decisions sought by this report.

This budget is included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

While the recommendations in this report do not have a direct sustainability or climate change impact, the impact our operation has on the community and environment are key drivers for the delivery of services and our planning processes.

As explored in the District Aquatic Strategy, ensuring the efficiency of our operation is key to managing the sustainability of current and future offerings. This ensures that facilities will be well utilised and continue to be good value for money for future generations.

Aquatic staff continue to investigate more sustainable and climate conscious alternatives with examples including switching to LED lighting, closely monitoring our water quality to

reduce the need for additional chemical balancing and switching products to prioritise less impactful chemicals for cleaning and filtration.

To further minimise its environmental impact, our pool plant utilises systems to recirculate water and recover heat, which decrease the overall energy required to operate.

6.3 Risk Management

Impacts on the global supply chain continue to create issues for the supply of key products and chemicals, most notably CO₂ as detailed in 4.4. While there are often alternatives and a number of other potential suppliers, this is a growing concern which will impact our industry.

While we have completed a number of recent recruitment activities the market continues to be fluid and ongoing movement threatens to further impact services. We are currently working with staff to ensure the optimisation of our current resource before we once again seek externally for new candidates.

Fluctuating attendance affects the revenue split between ticket sales and rates revenue. Staff will continue to monitor revenue and expenses closely, reporting regularly, working to refine the business model to identify efficiencies and meet the community demand for low cost, safe and enjoyable recreation opportunities.

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

6.3 Health and Safety

Customer and staff safety is key to the ongoing success of the facilities with leadership staff working closely with Council's Health and Safety team, SportNZ, and other key groups to ensure our ongoing operation continues to comply with Ministry of Health instructions and guidance.

Community spread from colds and viruses can impacts our availability to safely staff programmes and services. Our Aquatics BCP outlines how we will manage staffing pressures to ensure we continue to operate a safe and secure environment for our customers at all times.

Poolsafe accreditation requires robust practices around reporting, investigation, trending and management of both staff and public accidents. This is on top of the Council's Health and Safety requirements and ensures a comprehensive overview.

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

Poolsafe - Though not currently a legislative requirement, Poolsafe accreditation is recognised as industry best practice, representing a base safe standard for operating a public aquatic facility following a coronial enquiry delivered in October 2006.

7.3. Consistency with Community Outcomes

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

- Public spaces and facilities are plentiful, accessible and high quality, reflecting our cultural identity.
- There is a strong sense of community within our District.
- There is a healthy and sustainable environment for all.
- There is a safe environment for all.
- People needs for mental and physical health and social services are met.
- Businesses in the District are diverse, adaptable and growing.
- People have wide ranging opportunities for learning and being informed

7.4. **Authorising Delegations**

This committee has delegated authority for the governance of the Aquatic Facilities.