

Agenda

Rangiora-Ashley Community Board

Wednesday 11 September 2024

7pm

Council Chamber
215 High Street
Rangiora

Members:

Jim Gerard QSO (Chairperson)

Kirstyn Barnett (Deputy Chairperson)

Robbie Brine

Ivan Campbell

Murray Clarke

Monique Fleming

Jason Goldsworthy

Liz McClure

Bruce McLaren

Joan Ward

Steve Wilkinson

Paul Williams

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AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 SEPTEMBER 2024 AT 7PM.

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

BUSINESS

PAGES

1. APOLOGIES

2. CONFLICTS OF INTEREST

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 14 August 2024

7-21

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 14 August 2024.

3.2. Matters Arising (From Minutes)

3.3. Notes of the Rangiora-Ashley Community Board Workshop – 14 August 2024

22

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives**, the circulated Notes of the Rangiora-Ashley Community Board workshop, held on 14 August 2024.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Appointment to Landmarks Committee – Thea Kunkel (Governance Team Leader)

23-34

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240823142083.
- (b) **Approves** the appointment of Board Member..... as the Board representative and liaison person to the Waimakariri Landmarks Committee for the current term of the Board

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

35-69

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240809132852.
- (b) **Approves** a grant of \$..... to the Southbrook School 150th Jubilee Committee towards the purchase of a memorial bench.

OR

- (c) **Declines** a grant to the Southbrook School 150th Jubilee Committee.
- (d) **Approves** a grant of \$..... to the North Loburn School towards rebarking its playground.

OR

- (e) **Declines** a grant to the North Loburn School.
- (f) **Approves** a grant of \$..... to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the Mainpower Stadium.

OR

- (g) **Declines** a grant to the North Canterbury Inclusive Sports Festival.

7. CORRESPONDENCE

7.1. Members report back on LGNZ Community Board Conference

A verbal report will be provided by the members who attended the conference.

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the verbal report.

8. CHAIRPERSON’S REPORT

8.1. Chair’s Diary for August 2024

70

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (b) **Receives** report No. 240904149751.

9. MATTERS FOR INFORMATION

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 7 August 2024.**
- 9.2. **Woodend-Sefton Community Board Meeting Minutes 12 August 2024.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 August 2024.**
- 9.4. **Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.**
- 9.5. **Proposed Rooding Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Rooding Committee 20 August 2024 – Circulates to all Boards.**
- 9.6. **Avian Botulism Management 2023-24 – Report to Utilities and Rooding Committee 20 August 2024 – Circulates to all Boards.**

THAT the Rangiora-Ashley Community Board:

- (a) Receives the information in Items.9.1 to 9.6.

Note:

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

10. MEMBERS' INFORMATION EXCHANGE

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

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

11. CONSULTATION PROJECTS

11.1. Gladstone Dog Park

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

Consultation closes on Friday 20 September 2024.

11.2. Road Reserve Management

<https://letstalk.waimakariri.govt.nz/road-reserve-management>

Consultation closes on Sunday 29 September 2024.

11.3. Parking Management Plan – Shopper/Visitor Survey

<https://letstalk.waimakariri.govt.nz/parking-management-plan-shopper-visitor-survey>

11.4. Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.5. Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 31 August 2024: \$12,535.

12.2. General Landscaping Fund

Balance as at 31 August 2024: \$71,626.

13. MEDIA ITEMS

14. QUESTIONS UNDER STANDING ORDERS

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 9 October 2024.

Workshop

- *General Landscaping Fund – Grant Stephens (Design and Planning Team Leader) – 20 minutes*
- *Members Forum*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 14 AUGUST 2024, AT 7 PM.

PRESENT

J Gerard (Chairperson), K Barnett, R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

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

Mayor Dan Gordon and eleven members of the public were present.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Item 6.3 - B McLaren declared a conflict of interest in the Oxford Community Trust application for Discretionary Grant funding for the costs involved in hosting a Day Out Event, as he worked with various social service providers in the Waimakariri District.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 10 July 2024

Moved: B McLaren

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting held on 10 July 2024.

CARRIED

3.2. Matters Arising (From Minutes)

T Kunkel provided an update on the following matters:

- **Environment Canterbury Air Quality Monitoring Station** - Environmental Canterbury has not yet provided the Council with the results of the public consultation on the preferred location of the station.
- **Quarry and landfill in Loburn** - The consent application submitted by Protranz International Limited to undertake quarrying activities and construct and operate a landfill on Quarry Road, Loburn, was still on hold, awaiting further information from the applicant.
- **Solar farm on Upper Sefton Road, Loburn** - Energy Bay Limited's consent application to develop a solar farm at 87 Upper Sefton Road was still on hold, awaiting further information from the applicant.

3.3. Notes of the Rangiora-Ashley Community Board Workshop – 10 July 2024

Moved: S Wilkinson

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated notes of the Rangiora-Ashley Community Board workshop, held on 10 July 2024.

CARRIED

4. DEPUTATIONS AND PRESENTATIONS

4.1. Seasonal Temporary Paper Road Closures for Nesting Bird Protection – L Ellis (Operations Manager, Department of Conservation - North Canterbury District), S Young (Department of Conservation - Senior Ranger Biodiversity), and G Davies (Ashley Rakahuri Rivercare Group)

S Young noted that braided rivers were a unique ecosystem and were globally rare. Canterbury had 64% of New Zealand's braided river ecosystems. The Ashley Rakahuri River was one of Canterbury's significant braided river ecosystems and was one of the last strongholds of native biodiversity on the Canterbury Plains. Braided rivers were a very dynamic habitat and were home to a wide range of bird species, many of which, such as the threatened Wrybill and endangered Black-fronted Tern, had specially evolved to cope with the harsh habitat. Around 85 species of birds lived on Canterbury's braided rivers, many of which were endemic, of which many were threatened.

G Davies explained that the Ashley River was the least damaged of the Canterbury Plains rivers, which made it a critical habitat. Larger rivers had flooded due to the northwest rains; however, the Ashley River had not. The Waimakariri River had entire seasons where all the bird nesting had been washed away due to repeated flooding. Due to this, many of the birds migrated to the Ashley River as their principal nesting area. The Ashley Department of Conservation Group conducted regular bird studies in the upper part of the Ashley River, which had become a critical habitat.

L Ellis noted since 2021, the Department of Conservation (DOC) had seen a substantial increase in the number of vehicles in the Ashley Riverbed. In part, that stemmed from a local radio station's promotion of 'Crate Day' in early December. An unofficial organised group had introduced a river run along the Ashley River from the Okuku confluence to the Ashley Gorge. This has hurt the biodiversity in the riverbed and threatened birds, as many of the birds have been killed and nests destroyed.

In 2023, DOC worked with the Ashley Rakahuri Rivercare Group, the New Zealand Police and the Council to close some access points to the Ashley River. Environment Canterbury managed the Ashley River's lower part (below the Okuku's confluence). Over the last ten years, they have closed off vehicle access to the riverbed during nesting season, which seems to be working well, with good awareness and few vehicles. Therefore, DOC was proposing the annual closure of the unformed legal road (the Ashley River section from the Okuku confluence to Ashley Gorge) during the nesting season.

J Gerard questioned if DOC requested the Board's support for the road closures. L Ellis confirmed that DOC was seeking support for the Council to close the unformed legal roads that formed the Ashley riverbed from 1 September to 31 January each year.

K Barnett commended DOC for their work to protect the birds; however, she expressed a concern that the public would not be able to access swimming holes in the Ashley River during the summer. L Ellis noted that people will still be able to drive to the barrier and walk to the river.

P Williams enquired if there was another location or riverbed that purpose-built off-road recreational vehicles could access in light of the Ashley Rivers' unique ecosystem. L Ellis commented that their mandate was to protect biodiversity, and she did not believe it was appropriate to nominate a 'sacrificial river'. L Ellis further noted that recreational vehicle owners were prepared to change their behaviour and not use the river during the nesting session. However, it was the antisocial behaviour of some, particularly on Crate Day, that was of concern.

Responding to a question from J Gerard, L Ellis advised that under the Land Transport Act 1998, the definition of a legal road included riverbeds. The Ashley River section from the Okuku's confluence to the Ashley Gorge was classified as public conservation land managed by DOC and as an unformed legal road managed by the Council. This meant there was currently unrestricted vehicle access along the Ashley riverbed. However, the Council had the authority to close the unformed legal road.

I Campbell asked what steps had been taken to educate recreational vehicle owners on the importance of protecting the Ashley River's ecosystem. L Ellis reported that DOC had met with 4-wheel drive clubs, which were willing not to use the riverbed during nesting season. It was the vehicle owners who were not associated with organised groups who seemed to cause problems. Over the past few years, there had been much media coverage, and DOC Rangers and the New Zealand Police maintained a presence on the river to help educate drivers. There have also been Facebook campaigns, newspaper articles, and signage on the river urging people to respect wildlife.

S Wilkinson questioned whether cancelling Crate Day would stop the destruction of the bird's habitat. L Ellis did not believe it would, as river runs had become local events.

4.2. **Community Issues – Sam Fisher**

S Fisher alerted the Board about the residents' concerns regarding safety at the intersection of King and Charles Streets, Rangiora. The residents were concerned that there could be a critical accident and asked the Board to request the Council to investigate the possibility of implementing safety measures at the intersection.

S Fisher introduced the idea of a modern version of a 'town crier'. He suggested a public billboard displaying local photos, advertisements, and public notices that the Council, businesses, and community could use. Community facilities, businesses, retirement homes, and private residences should be able to access the free feed. S Fisher explained that the free feed would enable the communication of key information to the community.

I Campbell questioned how often the images on the proposed free feed would be updated and who would sign off on them. S Fisher suggested that the images be changed once a month or when required. He further indicated that the Council or Rangiora Promotions could administrate the content of the free feed.

J Gerard thanked S Fisher for the information and advised that the Board would request an updated safety of the King and Charles Street intersection.

4.3. **Queen Street Trees – Queen Street Residents**

On behalf of Queen Street residents, Mr Hill addressed the Board on the proposed Queen Street Trees Management Plan. He commented that he had attended the Board meeting on 8 November; however, due to a miscommunication, he was unable to address the Board. He tabled the points he would have made had he been able to make a presentation (Trim 240815136841).

Mr Hill advised that residents disagreed that the Tripstop trial had been successful, and they believed the footpath was still uneven and dangerous. He commented that providing bags for people to collect leaves did not mitigate the challenges of collecting large quantities of fallen leaves, especially for ageing residents. The residents felt that the

consultation the report stated should have been undertaken had not actually occurred; thus, their concerns had not been resolved.

Regarding the Queen Street Plane Tree's Management Plan, Mr Hill noted that residents were previously advised that a one-third height reduction was feasible; however, the plan was to reduce trees by only a couple of metres over the next five years. He referred the Board to the Masterton District Council's decision to remove trees that had been allowed to grow too large. Mr Hill expressed a concern that the resident's evidence would not be considered based on comments made at previous Board meetings.

M Fleming asked if providing bins for leaves would make it easier for residents to pick up leaves. Mr Hill did not believe it would, as the large quantities of fallen leaves still needed to be collected. In any case, shading from the trees was the resident's primary concern.

J Ward enquired what tree height would be acceptable for residents. Mr Hill commented that at the site meeting held, residents had been advised that reducing trees by a third was feasible, and residents believed this scale of reduction would allow for a lot more light.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. Queen Street Trees Management Plan – Grant MacLeod (Greenspace Manager)

The Council's Design and Planning Team Leader, G Stephens, S Mackinnon (Asplundh) and G Jones (Asplundh, via Teams) were present to speak to the report. G Stephens introduced the report, which requested approval of the Management Plan (the plan) for the London Plane trees in Queen Street, Rangiora. G Stephens provided a brief overview of the process of drafting the plan; he advised that, after the Board meeting in November 2023, a meeting was held with interested residents, Mayor D Gordon, J Millward and J Gerard in April 2024 to discuss the management of the trees. The main points recorded included leaf fall, how the trees were impacting drains and gutters, fixes required to the footpath network of Queen Street and further pruning of the trees.

G Stephens explained that staff had had several meetings with the Council's contracted arborists, Asplundh, to discuss the management of the trees, which resulted in the plan's creation. The plan aimed to retain the iconic trees in good health while reducing their height and size over five years through industry-standard crown reduction techniques. To comply with industry standards, removing more than 25% of the overall leaf-bearing structure would not be possible during the five-year plan period. However, it is expected that the overall height of the trees could be reduced by between two and three meters while also having a thinner outer canopy. The exact amount would be specific to each tree and its overall health and vitality.

S Mackinnon added that Asplundh had developed the plan based on the nuisance aspect to residents, including shading, leaf drop and damage to the footpath and balanced that against the importance of retaining the avenue of trees to the broader community.

J Gerard asked how the tree height would compare to the height of the streetlights after five years. S Mackinnon advised that it was unlikely that the trees would be reduced to the height of the streetlights. The proposed 25% reduction related to the leaf-bearing capacity of the trees and a reduction greater than 25% would increase weakly attached fast-growing shoots that would cause more challenges and necessary maintenance.

M Fleming sought further details regarding the proposed reduction in the trees' canopies. S Mackinnon commented that the trees currently had only 50% of the canopy that London Plain trees should have, and it was essential to retain enough canopy to keep trees healthy.

P Williams enquired what the trees currently cost to maintain and what the cost would be under the new plan. G Stephens explained that the last pruning was significant and cost approximately \$20,000. Maintenance pruning was anticipated to cost less; however, an exact estimate could not be obtained until the summer, when the trees were covered with leaves. However, staff were confident that costs would fall within the existing Tree Maintenance Budget; otherwise, the Board would be advised.

P Williams questioned if staff were recommending an unlimited budget due to the unknown cost. S Hart noted that staff had indicated that the existing tree maintenance contract reactive budgets would cover the cost in the first year. Should additional funding be required, staff would apply for budget during the Council's annual plan process, as the Council was responsible for budget allocation.

K Barnett expressed a concern that implementing the plan may set a precedent for residents of other streets to expect a higher level of service for their street trees. G Stephens acknowledged that this could occur; however, staff would work with those residents to address their concerns if and when issues arise. The plan was specific to Queen Street because the trees contribute to Rangiora's amenities.

K Barnett asked whether it was confirmed that the Victoria Park trees provided more shade than the Queen Street trees; however, G Stephens indicated that staff was not aware if that was, in fact, the case and could, therefore, not comment.

K Barnett further questioned whether any trees could be pruned to the height of the streetlights, and S Mackinnon advised that it depended on the individual tree; however, some of the smaller trees may end up the same height as the streetlights.

Responding to a question from K Barnett, S Mackinnon noted that the trees were different sizes, with trees on the Victoria Park side being smaller; however, the trees would be managed to create as much consistency as possible to provide an avenue effect.

L McClure sought clarity on the annual growth rate of London Plane trees and whether a 25% decrease in tree height over five years would exceed the growth over that time. S Mackinnon noted that the growth rate depended on various factors; however, the plan removed more than the annual growth rate.

J Ward asked what the height of the trees would be after five years and whether the reduction in height would increase tree safety, as the trees were much larger than urban trees generally. S Mackinnon advised that their scope from the Council had been to develop a Management Plan to maintain the health and vitality of the trees while balancing the residents' concerns. The plan they developed was based on industry best practices, and they recommended reducing the tree height any further, which would mean Asplundh was not acting professionally.

M Fleming enquired if further reducing the tree height would encourage more dense growth. S Mackinnon confirmed that heavy pruning could create a denser canopy and, thus, more shading.

S Wilkinson questioned whether implementing the proposed plan delayed the inevitable removal of the trees in five years. S Mackinnon commented that the trees would unlikely need removal in five years.

S Wilkinson asked if the residents had agreed on the plan being the best solution for the trees. With the approval of the Chairperson, Mayor D Gordon spoke about the process that had been undertaken to meet all Queen Street residents about the trees. He noted that it was clear that the residents would like the height of the trees to be reduced to a much lower height than what was proposed in the plan. With regard to leaf fall, staff had implemented more regular cleaning of the street. They had also made improvements about trip hazards and stormwater-related concerns. Mayor Gordon commented that there were numerous reports on the Queen Street trees over time. Therefore, he requested one decisive document that provided clear guidance on managing the trees. He highlighted that during the onsite meeting, advice had been received that tree height could be reduced by a third; however, this advice had later changed.

Mayor D Gordon advised that the Council also had the proposed plan peer-reviewed by renowned arborist Graham Ford to ensure it was best practice. The advice was that removing too much height from the trees would create a risk. Consultation had been undertaken to ensure that residents' views had been considered. The community was highly expected to maintain the Queen Street trees.

S Wilkinson questioned, in layperson's terms, the lack of alignment between the proposed plan and what residents wanted. Mayor D Gordon commented that, generally, none of the residents wanted the trees removed. However, they wanted the height to be reduced and maintenance to be increased. They acknowledged that the residents may not consider the proposed plan ideal, though it would maintain tree health.

J Gerard asked if the trees could be further reduced in the next three to five-year cycle. S Mackinnon did not believe that would be viable. Ongoing maintenance would be required to reduce size as much as possible while keeping trees healthy; however, he did not believe they could be made smaller.

J Ward sought confirmation that the trees would be 13 meters once pruned. However, S Mackinnon advised that he could not provide a definitive final height as it depended on the individual tree.

Moved: R Brine

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240530087682.
- (b) **Approves** the Queen Street Tree Management Plan (Trim 240801127792) prepared by Asplundh and peer-reviewed by Graeme Ford and Council staff.
- (c) **Notes** that staff have arranged for a sweeper truck to attend to Queen Street twice a week during the leaf fall season. This will occur on Monday and Thursday. On the Monday visit a leaf blower will be deployed ahead of the sweeper truck. This will ensure any leaves deposited by residents from their property can be caught by the sweeper truck.
- (d) **Notes** footpath inspections, in order to establish the forward repair program for the district are currently being undertaken. The repair of the Queen Street footpaths will be prioritised within the program. It is anticipated that repairs will occur in the next six to 12 months. This work is being managed by Councils Roading Unit.
- (e) **Notes** that stormwater laterals from the boundary to the curb will be inspected and identified repairs carried out in the 2024/25 financial year. Council will contact residents to let them know if repairs are going to be undertaken to the laterals outside their properties.

- (f) **Notes** that the Management Plan identifies that two to three metres of height can be reduced from the trees over the five-year maintenance period as well as achieving a thinner outer canopy.
- (g) **Notes** that the amount of crown reduction that can occur each season will be determined by an inspection undertaken by qualified arborists and will depend on the health and vitality of the trees.
- (h) **Notes** that in the first year of inspection, it is proposed that any branches that are overhanging boundaries and are growing in a way that does not support good tree health, balance and form will be inspected and, if possible, removed.
- (i) **Notes** that the approved actions regarding the trees and the footpath and stormwater assets will be included in the Management Plan as one document and provided to residents.

CARRIED

J Ward and P Williams abstain

R Brine thanked staff for a detailed report and commented that, over the years, much effort had been undertaken to solve the challenges experienced with the Queen Street trees. He was aware that not all parties would be satisfied; however, he also considered the view of the wider community, which valued the trees. R Brine noted that staff had indicated that the existing tree maintenance contract reactive budgets would cover the cost in the first year. No indication had been given of the future budget requirement; however, if more funding were required, staff would apply for the budget during the Council's annual plan process. If the tree maintenance were considered too expensive for the wider community, a decision would need to be made then. R Brine, therefore, supported the motion.

K Barnett also supported the motion; she noted that staff had looked at all possible solutions, recognised the difficulties for street residents and provided a higher level of service. Victoria Plan and its surrounding area were an iconic amenity for Rangiora, and it was a matter of living in harmony with the natural environment. K Barnett believed the possibility of the public sustaining injuries from the trees was slim. She requested that the trees be pruned to maintain the nice, even avenue effect. She hoped that the Board would support the motion and consider the wider community's wishes.

P Williams expressed concern with the proposed plan, as staff could not clarify the question on shading or provide the expected costs. He noted that colleagues had suggested that if Waimakariri residents thought the maintenance was too expensive, then the trees could be removed. However, the removal costs were also unknown. P Williams was also concerned that the scope of the proposed plan did not include investigating all options. He would abstain as there were too many unanswered questions.

L McClure was conflicted and agreed that there were too many unanswered questions. She noted that trees had fallen over, as had happened recently in her neighbourhood, and she wished to see a more significant height reduction for the trees.

J Ward agreed that dangerous, large trees could cause harm. She was concerned about tree height and the inability to reduce their size. For safety reasons, she believed the tree's height should be reduced as 13 meters was too high.

J Goldsworthy acknowledged the concerns raised by members; however, if the motion was not carried or an amendment tabled, the status quo would remain, and problems with the trees would not be addressed. He noted that the trees would be assessed once they were in full leaf, and a report would go to the Council if the trees became too expensive to maintain. J Goldsworthy indicated that he supported the motion, as it would allow steps to be taken to meet the needs of residents.

S Wilkinson was conflicted, as London Plane trees were no longer recommended as street trees. He believed that the proposed plan may only delay the inevitable by requiring the removal of trees necessary in the future.

J Gerard noted that the Board has been considering the maintenance of the Queen Street trees over the last 17 years. It was a challenging issue, and not everyone would be pleased with the results. Queen Street was an iconic street in Rangiora due to the trees, and the community would be 'up in arms' if they were removed. He agreed they were the case of the wrong trees in the wrong place. However, he disagreed that the trees would cause safety concerns as they would be maintained to best practice. If they did become a safety issue, necessary decisions would be made. In the rapidly changing environment, it was necessary to have trees that benefited the town and provided a safe environment. The proposed plan provided the best outcome: maintaining safety while letting through the most light. J Gerard reiterated the steps taken to review the proposed plan with an expert arborist peer review.

R Brine, in his right of reply, commented on the wishes of the wider community. His colleague was correct; if the motion did not pass, the status quo would remain, which was not acceptable to residents. Hence, further debate would have to be held with the Council and the Board.

6.2. **Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund and 2024/25 General Landscaping Budget – T Kunkel (Governance Team Leader)**

T Kunkel noted that the Board's General Landscaping Budget allocated by the Council for the 2024/25 financial year was \$42,970. A carryover from the 2023/24 financial year of \$28,656 brought the total budget to \$71,626. The Board had previously indicated that they wished to spend the funds on beautifying the town entrances, particularly the Kippenberger Avenue entrance to Rangiora. It was anticipated that the Greenspace Team would hold a workshop with the Board in September 2024 to discuss possible landscaping projects.

T Kunkel further advised that the Council did not carry over the ±\$2,856 remaining in the Board's Discretionary Grant Fund in the previous financial year. However, it reviewed the Community Boards' fund allocations as part of the 2024-34 Long Term Plan process. The revised allocation was based on \$0.51 per head of population in the Board's geographical areas. The Board's Discretionary Grant Funding allocation for the 2024/25 financial year was, therefore, \$14,200.

WORKSHOP

The Board adjourned from 8.37pm to 8.41pm for a workshop to discuss the proposed updates to the Board's Discretionary Grant Fund Criteria.

Moved: P Williams

Seconded: S Wilkinson

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240515077892.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for the 2024/25 financial year was \$42,970, with a carryover from the 2023/24 financial year of \$28,656, for a total of \$71,626.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2024/25 financial year is \$14,200.
- (d) **Approves** the Board's 2024/25 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).

- (e) **Approves** the Board's 2024/25 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2024/25 financial year (July 2024 to June 2025).

CARRIED

P Williams supported the motion and commented that the report clearly explained the funding available to the Board during the 2024/25 financial year.

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

T Kunkel commented that the Saracens Rugby Club (the Club) was the largest club in North Canterbury and the only rugby club in Rangiora. The club were requesting funding to send its year seven and eight girls' teams to participate in the Junior Global Games Festival in Auckland in September 2024. Although the application complied with the Board's Discretionary Grant Application Criteria, only 80% of the 18 players chosen to attend the festival resided in the Rangiora-Ashley Ward. Also, no accurate indication was provided of how sending the teams to the festival would benefit the Rangiora-Ashley community. From the club's financial information and the various donations and sponsorships, it appeared that the club would be able to attend the festival if their application was unsuccessful.

Moved: K Barnett

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240724122004.
- (b) **Approves** a grant of \$250 to the Saracens Rugby Club towards the costs of sending teams to the Junior Global Games Festival in Auckland.

CARRIED

K Barnett supported the motion because she believed it was important to encourage girls' participation in sports, and the club was active in the community and well supported. However, as only 80% of the players chosen to attend the festival resided in the Rangiora-Ashley Ward and only 18 people would benefit, she believed that the Board should only grant \$250.

L McClure agreed with K Barnett and also supported the motion.

T Kunkel advised that the Cust/West Eyreton Playcentre (the centre) had requested \$410 to replenish its first aid kits. The centre was a not-for-profit learning facility, and although it was acknowledged that play centres, especially rural centres, had minimal budgets, no evidence had been provided that the Ministry of Education should not be responsible for replacing the medical supplies.

Moved: I Campell

Seconded: P Williams

- (c) **Approves** a grant of \$205 to the Cust/West Eyreton Playcentre towards replacement medical supplies for its First Aid and Civil Defence kits.

CARRIED

I Campbell noted that it was essential to ensure the health and safety of the children. However, he believed that \$205 would be appropriate as half of the children at the centre reside in the Rangiora-Ashley Ward.

Having previously declared a conflict of interest, B McLaren sat back from the table and did not take part in the discussion.

T Kunkel reported that the Oxford Community Trust (the trust) wished to host a Day Out Event in October 2024 to bring together all social service providers working and delivering social services in the Waimakariri and Hurunui Districts. A similar event was hosted in 2021 and proved to be hugely successful. Although the event was expected to draw approximately 80 participants, the application did not clarify the number of participants from the Rangiora-Ashley Ward. It should also be noted that the trust usually did not support communities in the Rangiora-Ashley Ward. As it was believed that the event would serve the whole district, the trust applied to all Community Boards for funding. The Woodend-Sefton Community Board had declined the applicant and the Oxford-Ohoka Community Board had granted \$500. The Kaiapoi-Tuahivi Community Board still had to consider the application

Moved: J Gerard

Seconded: P Williams

(d) **Declines** the application from the Oxford Community Trust.

CARRIED

J Gerard commented that the Board's Discretionary Grant Fund Criteria stated that the grants were for seed funding, and the Board would not fund the same expenditure in subsequent years. He believed the trust was an exceptionally well-run organisation that served the Oxford community well. However, the work it did fell outside the Rangiora-Ashley Ward. J Gerard further noted that the trust's financial statements indicated that the trust could fund the event if the application was unsuccessful.

P Williams acknowledged that securing funding for community events could be challenging. However, he felt that funding should focus on projects primarily within the Board area or benefiting the ward's residents.

Amendment

Moved: K Barnett

Seconded: R Brine

(e) **Approves** a grant of \$250 to the Oxford Community Trust towards the catering costs for the Trust's Day Out event.

LOST

K Barnett highlighted that the trust was acting as an umbrella for all well-being organisations, so residents from the whole district, including from the Rangiora-Ashley Ward, would be attending. This included organisations such as Wellbeing North Canterbury and the Cancer Society, which were based in Rangiora. In addition, the event had not been held since 2021 and could, therefore, not be considered a repeat event.

K Barnett further noted that the event supported social service providers who were struggling, especially given the challenging environment they worked in over the last several years

The original motion remained the substantial motion.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for July 2024

Moved: J Gerard

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240807130836.

CARRIED

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 3 July 2024.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 8 July 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 July 2024.
- 9.4. Submission Environment Canterbury Long Term Plan – Report to Council meeting 4 June 2024 – Circulates to all Boards.
- 9.5. Submission Fast Track Approvals Bill – Report to Council Meeting 2 July 2024 – Circulates all Boards.
- 9.6. Submission Local Government Water Services Preliminary Arrangements Bill – Report to Council Meeting 2 July 2024 – Circulates to all Boards.
- 9.7. Programme for District Wide Parking Management Plans – Report to Council Meeting 2 July 2024 – Circulates to all Boards.
- 9.8. Elected Member Remuneration 2024/25 – Report to Council Meeting 2 July 2024 – Circulates to all Boards.
- 9.9. Representation Review Proposal – Report to Council Meeting 2 July 2024 – Circulates to all Boards.
- 9.10. Health, Safety and Wellbeing Report June 2024 – Report to Council Meeting 2 July 2024 – Circulates to all Boards.
- 9.11. July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee 16 July 2024 – Circulates to all Boards.
- 9.12. Adoption of Final 3 Waters, Solid Waste and Transport Activity Management Plans 2024 – Report to Utilities and Roading Committee 16 July 2024 – Circulates to all Boards.
- 9.13. Approval of Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace – Report to Community and Recreation Committee 23 July 2024 – Circulates to all Boards.
- 9.14. Aquatics July Report – Report to Community and Recreation Committee 23 July 2024 – Circulates to all Boards.

Moved: J Goldsworthy

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items.9.1 to 9.14.

CARRIED

10. **MEMBERS' INFORMATION EXCHANGE**

I Campbell

- Attended:
 - Meeting regarding Whiterock Landfill.
 - Site visit Loburn Domain with the contractors of the proposed War memorial.
- Engaged with various local farming groups.
- Expressed concern about the difficulties of new BP pumps at the airfield that are currently not operational. It would be raised with the Greenspace Manager.

J Goldsworthy

- Attended open home at Kaiapoi Retirement Units.
- Noted recent judgement on tiny homes, which aligned with Council regulation.
- Civil Defence Community Hubs at Silverstream, Loburn and Pegasus were having an open weekend.
- The Council was establishing five EOC skeleton crews to assist during emergencies.
- The district dog population was 14,000.

L McClure

- Attended:
 - Enquiry by Design Workshop.
 - LGNZ Webinar regarding physical safety.
- Provided update on the Waimakariri Health Advisory Group meeting.
- Had been supporting neighbours when a tree fell during an extreme weather event and commented on the excellent assistance provided by Council staff.

J Ward

- Attended:
 - Enquiry by Design Workshop.
 - NZTA Workshop on the proposed Woodend Bypass.
- Audit and Risk Committee meeting – dog registration was going well. There was still growth in the district.
- Attended the Mandeville Resurgence Project bus trip.

M Fleming

- Attended the Enquiry by Design Workshop.
- Waimakariri Access Group meeting
 - The recent North Canterbury inclusive Sports Day was well received.
 - The accessible viewing platforms at Woodend and Waikuku Beaches were a great asset, with a beach mat to come.
 - There was a new mobile hoist for the Dudley Aquatic Centre, and bathroom alterations were planned to increase accessibility.

K Barnett

- Attended:
 - The Kaiapoi Art Expo.
 - Rangiora Promotions' relaunch noted the upcoming Harry Potter Quiz.
- Noted upcoming events where community members would establish Civil Defence Community Hubs.
- Would like to see a report on the trees at Rangiora Dog Park following its closure after the recent wind event.

M Clake

- Greypower would advocate for greater visibility of glass doors in public places.
- Noted trees on Church Street West required maintenance.
- Commented on community members without firewood, which he had been assisting.
- Expressed concern regarding dim streetlights on White Street, Rangiora.
- Attended Justice of the Peace meeting.

B McLaren

- Attended:
 - Rangiora Community Patrol monthly meeting and monitored the cameras
 - Wizard of Oz at Rangiora Town Hall was an excellent production by the Hartley School of Performing Arts.
 - St Johns Church Fair, which was a monthly event that draws large crowds and raises funds for the community.
 - LGNZ Webinar regarding physical safety.

P Williams

- Attended:
 - Utilities and Roading Committee meeting.
 - Mandeville Resurgence Project bus trip.
 - 3 Waters meeting and commented that the Council had not made any decision, despite what had been reported in local newspapers.
 - Threkhoads Road public meeting reading reducing the flooding.
 - Meetings with Cam River residents regarding flooding and noted that the willow trees would be removed.
 - Kaiapoi Promotions Annual General Meeting.
- Commented he was disappointed with the lack of progress in resolving the Upper Sefton Road drainage challenges.
- Noted that the Cones Road, Loburn drainage improvements had been completed.
- Commented that the River Road, Rangiora upgrade work had been completed and looked good; however, he was not confident of its practicality.
- Commented on new Floor Height Regulations that could result in homes being built approximately 1.5m higher than neighbouring houses.
- Noted the sizable increase to the Council insurance premium, commenting that the Council had been fortunate to secure insurance, as some Councils had not been able to obtain reinsurance.
- Suggested that the Board request a report on the trees at the Rangiora Dog Park that fell over during a recent extreme weather event. He expressed concern, as the trees had been recently inspected for safety.

S Wilkinson

- Noted that other councils, such as Selwyn District Council, were questioning the role, value and relevance of Community Boards. He suggested that the Board consider its relativity and review what it did well and whether it was meeting its objectives.
- Noted that community members had raised concerns about whether the appointment of an Arts Strategy Coordinator and spending \$10,000 on cinema advertising for road safety were core business for the Council. He questioned how elected members handle feedback like that from the public.

R Brine

- Noted that he had been misquoted in the Northern Outlook on the new Floor Height Regulations; the floor levels of homes were now required to be 1.53m. However, he believed it was necessary due to the realities of climate change.
- Attended the Canterbury Regional Landfill Committee
 - Transwaste confirmed that it would be submitting the proposed Loburn Landfill. The Kate Valley Landfill had been required to meet a certain standard, and that standard should be the same for all other landfills.
 - Transwaste was approaching 20 years old and would be reviewing its Governance Structure. Transport equalisation meant that all districts (excluding the Hurunui District) paid the same for transport.
 - The Landfill Committee had also approved grants of \$112,000.
- Upon questioning, he confirmed that the Kate Valley Landfill could easily operate for another 100 years, as there was ample space for extension.
- Attended several briefings regarding 3 Waters and noted that there was a large amount of unknown.

11. CONSULTATION PROJECTS**11.1. A Lease for the Historical Scow Success**

<https://letstalk.waimakariri.govt.nz/a-lease-for-the-historical-scow-success>

The consultation was closing on Friday, 30 August 2024.

11.2. Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

The Board noted the Consultation Projects.

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

Balance as at 31 July 2024: \$12,990.

12.2. General Landscaping Fund

Balance as at 31 July 2024: \$71,626.

The Board noted the Board Funding updates.

13. MEDIA ITEMS

Nil

14. QUESTIONS UNDER STANDING ORDERS

Nil

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm on Wednesday, 11 September 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9.40PM.

CONFIRMED

Chairperson

Date

Unconfirmed

NOTES OF THE WORKSHOP OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 14 AUGUST 2024, AT 8.20 PM.

PRESENT

J Gerard (Chairperson), K Barnett, R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

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

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

Item 6.3 - B McLaren declared a conflict of interest in the Oxford Community Trust application for Discretionary Grant funding for the costs involved in hosting a Day Out Event, as he worked with various social service providers in the Waimakariri District.

- **Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund and 2024/25 General Landscaping Budget – T Kunkel (Governance Team Leader)**

Key Points:

- Clarified that the Board would not consider applications from individuals which benefit only one person will be accepted.
- Confirmed that schools were not considered non-profit community-based organisations.
- Clarified that applications from organisations associated with schools would only be considered if significant community benefit has been shown and proof has been provided that the Ministry of Education did not fund the activity.
- Confirmed that grants would be limited to \$1,000 in any financial year (July to June). The Board would only consider granting more than \$1,000 in exceptional circumstances and would provide detailed reasons for exceeding the present limit.
- Clarified that repeated expenditures would not be funded, i.e. these were one-off grants, and the Board would not fund the same expenditure in following years.
- Confirmed relevant financial information should be submitted to prove organisations could deliver projects. Financial information should include a balance sheet/profit, if available, and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding was being sought, especially Council Community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group did not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application would be regarded as closed, and funds would be released for reallocation by the Board.
- If funds were not spent on the specific project applied for within six months of the date of the event/ project, the recipient would be required to return the funding to the Council.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8.30PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 240823142083

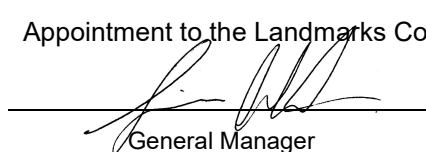
REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD

DATE OF MEETING: 11 September 2024

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Appointment to the Landmarks Committee

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


General Manager


Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to consider the appointment of a Rangiora-Ashley Community Board (the Board) representative to the Waimakariri Landmarks Committee, as it is believed that elected members have unique knowledge of the district, which would assist the Landmarks Committee in understanding the history of buildings and sites in the area.
- 1.2 Community Board member Bruce McLaren has indicated an interest in being appointed to this Committee. It should be noted that the Kaiapoi-Woodend Ward is already represented on the Landmarks Committee, and a request for representatives from the Council and the Oxford-Ohoka Ward are also being sought.

Attachments:

- i. Correspondence from the Waimakariri Landmarks Committee (Trim Ref: 240820139755).
- ii. Landmarks – Rangiora Plaques Programme Agreement (Trim Ref: 05121200001[V2]).
- iii. Landmarks – Kaiapoi Plaques Programme Agreement (Trim Ref: 070724023204).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240823142083.
- (b) **Approves** the appointment of Board Member..... as the Board representative and liaison person to the Waimakariri Landmarks Committee for the current term of the Board.

3. BACKGROUND

- 3.1 At the meeting held on 6 December 2022, the Council authorised Community Boards to appoint representatives or liaison people to various outside organisations and/or groups.
- 3.2 Staff have received a letter from the Waimakariri Landmarks Committee (the Committee) requesting the Board to appoint a representative to the Group for this term of the Board.

4. **ISSUES AND OPTIONS**

- 4.1 Many community groups have a long association with the Council and Community Boards. Board members appointed to outside organisations will be expected to act as liaisons between these organisations and the Board. Community Board members will, therefore, be expected to attend meetings and other functions of these organisations to convey matters that may interest the groups, such as Annual and Long Term Plan consultations and possible Discretionary Grant funding. Board members will also be expected to report back to the Board on the activities and concerns of the groups.
- 4.2 The Committee was created to recognise buildings, sites, and locations of historic significance in Rangiora. In 2007, the programme was extended to Kaiapoi. The Committee identifies buildings, sites, and locations that meet set criteria, recognises them for their historic importance to the district, and presents them with a plaque recognising their heritage status. The Committee wishes to extend the programme to the whole district.
- 4.3 Board representatives are not considered executive members of the groups/organisations and generally do not hold voting rights at their meetings (often due to the groups' constitutional rules). The Landmarks Committee Agreement does not make provision for voting. However, it states that representatives need to agree on the wording of the plaques and if not, the preferred wording of the building owner would be used.
- 4.4 Although the Board does not have a requirement to appoint a Committee member to the Landmarks Group, it plays an important role in representing and advocating for the interests of its local area. Therefore, Community Board representation would bring valuable insight into the importance of buildings, sites, and locations within the district's geographical area. It would benefit the Board to connect with owners of historic buildings and sites in the District, which are often privately owned, to establish connections between the Council and property owners.
- 4.5 Community Board representatives, as part of the Committee, will be expected to research the history of nominated buildings on behalf of the programme during meetings and on their own time. The representative is expected to attend meetings every four weeks. The meetings would typically be in the afternoon (approximately 4 p.m.) and may take place in Rangiora or Kaiapoi. They are expected to run for approximately one to one and a half hours.
- 4.6 **Implications for Community Wellbeing**
The issues and options that are the subject of this report have no implications for community well-being.
- 4.7 The Management Team have reviewed this report and supports the recommendations.

5. **COMMUNITY VIEWS**

- 5.1. **Mana Whenua**
Te Ngāi Tūāhuriri hapū is not likely to be interested in the subject matter of this report.
- 5.2. **Groups and Organisations**
No groups and organisations are likely to be affected by or to have an interest in the subject matter of this report.
- 5.3. **Wider Community**
Many community groups and organisations have a long association with the Board. The Board works actively with community groups and organisations for the betterment of the community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

6.1.1 The decisions sought by this report have no financial implications. Representing the Board on outside Committees, Advisory Groups, and organisations is covered through existing Operational Budgets.

6.1.2 No additional remuneration is provided for representing the Board on outside Committees, Advisory Groups, and organisations, as that is considered part of an elected member's regular duty.

6.2. Sustainability and Climate Change Impacts

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

6.3. Risk Management

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

6.4. Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002 – schedule 7, part 1, clauses 30 and 31.

7.3. Consistency with Community Outcomes

There are wide-ranging opportunities for people to contribute to the decision-making by public organisations that affect our District.

7.4. Authorising Delegations

Council Delegation SD-M1041.

Our Reference: GOV-26-10-04 / 240820139755

15 August 2024

Dear Thea

Waimakariri Landmarks Committee – Appointment of new members

The purpose of this letter is to seek the appointment of three new members into the Waimakariri Landmarks Committee. These three persons currently serve on their respective Council Community Boards and seek to join the Landmarks Committee in both their private and professional capacity. These three members are as follows:

- Bruce McLaren: Member of the Rangiora-Ashley Community Board
- Tim Fulton: Councillor and member of the Oxford-Ohoka Community Board
- Mark Brown: Member of the Oxford-Ohoka Community Board

What is the 'Landmarks' Committee?

'Landmarks' was created to recognise buildings, sites and locations of historic significance in Rangiora, and the programme was later extended to Kaiapoi in 2007. It is a partnership between the Waimakariri District Council, the Rangiora & Districts Early Records Society, and the Kaiapoi District Historical Society, making up the Landmarks Committee.

What is the purpose of 'Landmarks'?

Under the programme, buildings, sites and locations within the District, that meet a set criteria, are recognised for their historic importance to the District and are presented with a plaque recognising their heritage status.

The Landmarks Committee members research the history of nominated buildings on behalf of the programme.

Why do they need Community Board representation?

As Community Boards play a role in representing and advocating for the interests of their local area, making decisions on behalf of the communities they represent, Community Board representation by Bruce McLaren, Tim Fulton and Mark Brown would be valuable to the Landmarks Committee. Being Community Board members, this means that they have valuable insight as to the importance of buildings, sites and locations within the District, and in particular within areas in the District that they represent on their respective Boards.

Bruce McLaren, Tim Fulton and Mark Brown all have an interest in the historic importance of the District. Therefore, their interest in this matter would see that their appointment into the Landmarks Committee helps to further enhance the notable work that the Committee historically has and continues to undertake within the District.

What will be expected from the Community Board representatives?

The expectation of the Community Board representatives as part of the Landmarks Committee would be to research the history of nominated buildings on behalf of the programme during meetings, and some time outside of meetings in their own personal time.

The representatives would be expected to attend a face to face meeting with the Committee, every four weeks or so. The details of the meetings are outlined in the 'date, times and venue of meetings' section below.

The representatives would be expected to attend any events, where practical, at such time that buildings, sites and/ or locations within the District are formally recognised for their historic importance with plaques, or of a similar nature.

Date, times and venue of meetings

The Landmark Committee typically meets face to face approximately every four weeks. The meetings are typically in the afternoon (approximately 4pm) and may take place in the Council High Street office or in Kaiapoi. They run for approximately 1 – 1.5 hours.

Yours sincerely



Brooke Benny
**Intermediate Resource Management Planner
& Chair of Waimakariri Landmarks Group**

LANDMARKS

Rangiora Plaques Programme Agreement

1. Parties

Waimakariri District Council and;

Rangiora & Districts Early Records Society Inc.

2. Name of Plaques and Programme

2.1 The name of the programme and the plaques is to be *Landmarks*.

3. Purpose of Programme

3.1 To recognise and encourage the preservation of heritage buildings, sites and structures, and buildings which contribute to the townscape in Rangiora.

4. Buildings and sites to be included in Programme

4.1 All buildings, sites and structures identified in the District Plan as listed heritage items are eligible to be included in the programme.

4.2 It is also acknowledged that the Rangiora & Districts Early Records Society Inc. can include other buildings, sites and structures to the programme that are not identified in the District Plan register, but meet the purpose of the *Landmarks* programme.

5. Funding of Programme

5.1 The Waimakariri District Council will fund up to a maximum of three plaques per year, subject to availability of funding. This will be limited to buildings, sites or structures that are listed in the heritage register in the District Plan.

5.2 The Rangiora & Districts Early Records Society Inc. will fund up to a maximum of three additional plaques per year, subject to availability of funding. These can include those buildings, sites or structures not included in the District Plan heritage register.

05121200001[v2]

548-024-019-1



TRIM Record Number

6. Wording

- 6.1 The plaques are to state the essential and timeless facts:
- Name of the building, site or structure
 - Date built
 - Designer/architect
 - Builder
 - Design and materials of building, site or structure; and
 - Any other significant and relevant facts directly associated with the history of the building, site or structure.
- 6.2 Both parties shall work together to research the facts identified in 6.1 above.
- 6.3 One representative from both the Waimakariri District Council and the Rangiora & Districts Early Records Society Inc. shall meet and use their best endeavours to reach a consensus on the final wording of the plaque.
- 6.4 When a consensus cannot be reached in 6.3 above. The final wording shall be approved by the organisation funding the plaque.
- 6.5 The building owner shall also approve the final wording of the plaque.

7. Design and Appearance

- Wording is to be in *Times New Roman* font.
- The plaques are to be made in aged bronze.
- Oval shaped in approximately (270mm horizontal axis by 200mm vertical axis)
- Fixed to the building, site or structure in the most appropriate method.
- There shall be no naming rights on the plaque (either the Waimakariri District Council, the Rangiora & Districts Early Records Society Inc. or any other sponsors name).
- The design for all plaques shall be the same, whether funded by the Waimakariri District Council or the Rangiora & Districts Early Records Society Inc.

Note: To ensure consistency of production the parties agree to use the same suppliers to produce the plaques.

8. Responsibilities

- 8.1 The Rangiora & Districts Early Records Society Inc. is to be responsible for ensuring that the consent of the owner of the building, site or structure is obtained.
- 8.2 The Waimakariri District Council is to be solely responsible for organising the casting of the plaques that it has funded.
- 8.3 The Rangiora & Districts Early Records Society Inc. is to be solely responsible for organising the casting of the plaques that it has funded.
- 8.4 The Rangiora & Districts Early Records Society Inc. is to be responsible for fixing all plaques to the buildings, sites or structures.

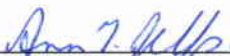
9. Maintenance

- 9.1 The plaques when fixed to the building, site or structure become the property of the owner of the building, site or structure. However, the Waimakariri District Council and the Rangiora & Districts Early Records Society Inc. will ensure that the plaques, with the owners consent, are maintained to an appropriate standard, or are replaced if damaged.

SIGNED:



For Waimakariri District Council



For Rangiora & Districts Early Records Society Inc.

DATE: 12-12-05.

PROCESSED IN TRIM

LANDMARKS

Kaiapoi Plaques Programme Agreement

1. Parties

Waimakariri District Council and;

Kaiapoi District Historical Society Inc.

2. Name of Plaques and Programme

2.1 The name of the programme and the plaques is to be *Landmarks*.

3. Purpose of Programme

3.1 To recognise and encourage the preservation of heritage buildings, sites and structures, and buildings which contribute to the townscape in Kaiapoi.

4. Buildings and sites to be included in Programme

4.1 All buildings, sites and structures identified in the District Plan as listed heritage items are eligible to be included in the programme.

4.2 It is also acknowledged that the Kaiapoi District Historical Society Inc. can include other buildings, sites and structures to the programme that are not identified in the District Plan register, but meet the purpose of the *Landmarks* programme.

5. Funding of Programme

5.1 The Waimakariri District Council will fund up to a maximum of three plaques per year, subject to availability of funding. This will be limited to buildings, sites or structures that are listed in the heritage register in the District Plan.

5.2 The Kaiapoi District Historical Society Inc. will fund up to a maximum of three additional plaques per year, subject to availability of funding. These can include those buildings, sites or structures not included in the District Plan heritage register.

6. Wording

6.1 The plaques are to state the essential and timeless facts:

- Name of the building, site or structure
- Date built
- Designer/architect
- Builder
- Design and materials of building, site or structure; and

- Any other significant and relevant facts directly associated with the history of the building, site or structure.
- 6.2 Both parties shall work together to research the facts identified in 6.1 above.
- 6.3 One representative from both the Waimakariri District Council and the Kaiapoi District Historical Society Inc. shall meet and use their best endeavours to reach a consensus on the final wording of the plaque.
- 6.4 When a consensus cannot be reached in 6.3 above. The final wording shall be approved by the organisation funding the plaque.
- 6.5 The building owner shall also approve the final wording of the plaque.

7. **Design and Appearance**

- Wording is to be in *Times New Roman* font.
- The plaques are to be made in aged bronze.
- Oval shaped in approximately (270mm horizontal axis by 200mm vertical axis)
- Fixed to the building, site or structure in the most appropriate method.
- There shall be no naming rights on the plaque (either the Waimakariri District Council, the Kaiapoi District Historical Society Inc. or any other sponsors name).
- The design for all plaques shall be the same, whether funded by the Waimakariri District Council or the Kaiapoi District Historical Society Inc.

Note: To ensure consistency of production the parties agree to use the same suppliers to produce the plaques.

8. **Responsibilities**


- 8.1 The Kaiapoi District Historical Society Inc. is to be responsible for ensuring that the consent of the owner of the building, site or structure is obtained.
- 8.2 The Waimakariri District Council is to be solely responsible for organising the casting of the plaques that it has funded.
- 8.3 The Kaiapoi District Historical Society Inc. is to be solely responsible for organising the casting of the plaques that it has funded.
- 8.4 The Kaiapoi District Historical Society Inc. is to be responsible for fixing all plaques to the buildings, sites or structures.

9. Maintenance

- 9.1 The plaques when fixed to the building, site or structure become the property of the owner of the building, site or structure. However, the Waimakariri District Council and the Kaiapoi District Historical Society Inc. will ensure that the plaques, with the owners consent, are maintained to an appropriate standard, or are replaced if damaged.

SIGNED:

For Waimakariri District Council



The Kaiapoi District Historical Society Inc.

DATE: 7.8.07

LANDMARKS

KAIAPOI BUILDINGS AND SITES BEING RESEARCHED.

Courthouse – Kaiapoi Museum	145 Williams Street
Kaipoi Woollen Mill	35 Ranfurly Street
Riverside Centre (ex Rialto Theatre)	45 Charles Street
Bank of New Zealand building & fence	188 Williams Street
Chadwell – Residence	250 Williams Street
Railway Station (now Kaiapoi Information Centre) – Riverbank	
Riverside Shopping Centre (Blackwells)	121 Raven Quay
St Bartholomew's Church	23B Cass Street
World War One Memorial	Memorial Reserve Raven Quay
Hitching Post and Drinking Fountain	Cnr Williams /Charles Streets

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 240809132852

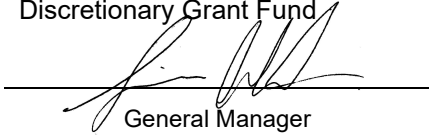
REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD


DATE OF MEETING: 11 September 2024

AUTHOR(S): Thea Kunkel, Governance Team Leader

SUBJECT: Application to the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant Fund

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


 General Manager


 Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Southbrook School 150 th Jubilee Committee	Towards the purchase of a memorial bench	\$750	The application complies.
North Loburn School	To purchase bark for its playground	\$1,652	The application is from a school and exceeds the Board's maximum of \$1,000. Therefore, it does not comply.
North Canterbury Inclusive Sports Festival	Towards hosting the Inclusive Sports Festival	\$750	This is an application for repeated expenditures. It, therefore, does not comply.
Total:		\$3,152	

Attachments:

- i. Application from the Southbrook School 150th Jubilee Committee (Trim Ref: 240808131882).
- ii. Application from the North Loburn School (Trim Ref: 240723120802).
- iii. Application from the North Canterbury Inclusive Sports Festival (Trim Ref: 240823142196).
- iv. The spreadsheet shows the grants for the previous two years.
- v. Board funding criteria for the 2024/25 financial year (Trim 210603089776).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240809132852.
- (b) **Approves** a grant of \$..... to the Southbrook School 150th Jubilee Committee towards the purchase of a memorial bench.

OR

- (c) **Declines** a grant to the Southbrook School 150th Jubilee Committee.
- (d) **Approves** a grant of \$..... to the North Loburn School towards rebarbing its playground.

OR

- (e) **Declines** a grant to the North Loburn School.
- (f) **Approves** a grant of \$..... to the North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the Mainpower Stadium.

OR

- (g) **Declines** a grant to the North Canterbury Inclusive Sports Festival.

3. **BACKGROUND**

- 3.1 The ***Southbrook School 150th Jubilee Committee*** seeks funding to install a memorial bench seat around its special oak tree.
- 3.2 The ***North Loburn School*** is requesting funding to re-bark its playground, which it considers a health and safety matter.
- 3.2 The ***North Canterbury Inclusive Sports Festival*** is seeking funding assistance to host the event in October 2024 at the Mainpower Stadium in Rangiora.
- 3.3 The current balance of the Rangiora-Ashley Community Board's 2024/25 Discretionary Grant fund is \$12,535.

4. **ISSUES AND OPTIONS**

Southbrook School 150th Jubilee Committee (the Committee)

- 4.1 Information provided by the Committee:
- 4.1.1 Southbrook School is a state-funded primary school based in Rangiora. The school roll fluctuates from around 270 students in February through to approximately 290 students in December each year. Students are between five and 13 years old, and the school currently has 13 Whanau classes, from New Entrants to Year Eight. These work in collaborative teaching and learning spaces that aim to maximise everyone's skills and strengths.
- 4.1.2 The school is set to celebrate its 150th Jubilee over the weekend of 18 to 20 October 2024, with the main event being held on Saturday, 19 October 2024. As part of the commemoration, the Committee wishes to build a bench seat with a plaque around the school's special oak tree, which was planted in 1876 when the school opened. The tree represents the school's rich history and takes pride of place on the school's field. The bench will remind students of the school's history for many generations to come and those who use the grounds after school hours for recreation.
- 4.1.3 The Committee consist of past pupils and parents and is a stand-alone group under the umbrella of Southbrook School. However, it receives no funding from the school or the Parent Teachers Association. The Committee has sourced a beautiful Oregon bench seat for \$750 from the Rangiora Menz Shed, keeping the funds local.

4.1.4 It is estimated that the bench would cost approximately \$750. Given its importance to the school and the history it would symbolise, the bench will be bought even if this application is unsuccessful. The Committee is raising funds from various sources, including registrations for the event; however, this is the only 'formal' funding request being sought.

4.2 Council Evaluation:

4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a funding committee associated with schools set up to deliver an event, not the school itself.

4.2.2 However, the Criteria also indicate that applications will only be considered if significant community benefit has been shown. Although it is acknowledged that the bench would provide a place to reflect on the past 150 years of education in Rangiora, and in particular, this school, the Board will have to consider whether this could be considered a 'benefit to the community'.

4.2.3 As the Committee receives no funding from the school, it has no audited accounts; however, a copy of the current bank statement has been provided with the application. The event registration is being received, and the income entries are shown as fees paid. A copy of the budget has also been included with the application. This is the first time the Committee has applied for funding. However, the Board previously granted the school \$500 towards the purchase of whiteboard tables when remodelled in 2021, and the required Accountability Form was received.

North Loburn School (the School)

4.3 Information provided by the School

4.3.1 Loburn School is a rural school of 150 learners that embraces the view that a child is a whole person in an ever-changing world. It challenges the school to develop learning opportunities that prepare children for the future by enabling them rather than filling them with facts and figures to regurgitate. The school community comprises a mix of families with long historical connections to the area and the school and a growing number of new residents. The school is the hub of the community and enjoys active support from attending families and the wider community.

4.3.2 The school has a well-established focus on supporting innovative, quality teaching and using digital technologies to maximise student achievement, engage the community, and remove barriers presented by geographical isolation.

4.3.3 The school requests funding to acquire bark for its playground to enhance health and safety. Given the area's rural nature, the school's grounds are a vital community resource, serving as a playground after school, on weekends and holidays. Currently, the playground does not meet safety standards due to the bark being too thinly spread.

4.3.4 The estimated cost of bark for the play area will be approximately \$1,652, which will benefit 85 students, most of whom are from the Rangiora-Ashley Ward. A local business kindly supplied some bark for the play area; however, it was insufficient for the large playground. The school has not undertaken any other fundraising, but if the application is unsuccessful, the bark will still be purchased due to health and safety concerns.

4.4 Council Evaluation:

4.4.1 The application for \$1,652 does not comply with the Board's Discretionary Grant criteria as schools are not considered non-profit community-based organisations. Also, the amount required exceeds the Board's maximum of \$1,000. However, the Board may consider granting more than \$1,000 in exceptional circumstances, provided that detailed reasons for exceeding the present limit are provided.

- 4.4.2 The Criteria also indicate that organisations predominantly funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should fund. Although it is acknowledged that the community uses the playground, no evidence has been provided that the Ministry of Education should address this health and safety issue.
- 4.4.3 The school received the following funding during the last five years, and all Accountability Forms have been received.

Date	Project	Amount
October 2020	Towards Equipment and compost	\$494
June 2022	Towards soil and equipment for garden to table	\$486
October 2023	Towards the purchase of EPro8 equipment	\$910
Total		\$1,880

North Canterbury Inclusive Sports Festival (the Committee)

4.5 Information provided by the Committee

- 4.5.1 The Waimakariri Access Group (WAG) was approached in 2023 by one of its members, Zack Lappin, who is also the co-chair of the Youth Council to assist in planning and running an Inclusive Sports Day at MainPower Stadium aimed primarily at disabled youth. The aim was to allow youth with disabilities to try out and participate in several parasports free of charge. Sports would include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive PRAMA and adaptive REVL GT. The day also allowed other people without disabilities to get involved. The inaugural event was a huge success and, as a result, is being rolled out as an annual event.
- 4.5.2 This event is scheduled for Friday, 4 October 2024, at the MainPower Stadium. The overall cost is estimated at \$2,250, and it would directly benefit approximately 70 young people across all sectors of the community. This is a district-wide event, with people from all wards attending. At least 35% of attendees are estimated to be from the Rangiora-Ashley ward. Some attend the Lighthouse Programme at Rangiora High School, are part of the North Canterbury IHC Community or integrate into our mainstream community.
- 4.5.3 Young people with disabilities often find it challenging to be part of sports for various reasons, including cost and lack of opportunities nearby. Therefore, the impact of this opportunity could be life-changing for both the participants and their families. This event aims to overcome barriers and give the participants a chance to try a variety of sports. It is hoped that local teams could be established for ongoing opportunities for participants to enjoy the physical and mental challenges that sports can provide and teach them skills that are not readily available by other means. Currently, people with disabilities who wish to be involved in sports mostly travel to Christchurch, where more opportunities are available.
- 4.5.4 Eleven percent of young people in New Zealand have a disability, and the aim is to offer sporting opportunities closer to home for those in North Canterbury. It is estimated that the cost of hosting the event would be \$2,250, and the aim is not to charge participants other than transport to and from the event. The event will proceed if this application is unsuccessful; however, some extras may have to be reconsidered.
- 4.5.5 The Committee has received donations of equipment such as a wheelchair trailer, sports chair hire, and room hire fees; however, there are still expenses to be met. Funding received from the Board would be used to remove the barrier of costs for the participants and their families.

4.6 Council Evaluation:

- 4.6.1 WAG supports this initiative as it promotes inclusivity and participation for young people with disabilities. Thus, it agreed to apply for funding on behalf of the Committee. The application for \$750, therefore, complies with the Board's Discretionary Grant criteria as WAG is a non-profit organisation. While Zack Lappin is a Youth Council member and a member of WAG, and both groups support the initiative, he is acting independently in organising this event. No other Council funding has, therefore, been allocated to the event.
- 4.6.2 As this is considered a district-wide event, the Committee intends to apply to all the Community Boards, i.e. Kaiapoi-Tuahivi Community Board for \$750 and \$500 from the Oxford-Ohoka and Woodend-Sefton Community Boards.
- 4.6.3 In 2023, WAG applied for a grant of \$500 to host the first Inclusive Sports Festival; however, due to the event's success and an unexpected reduction in expenses, only \$221 was accessed. It should be noted that due to the event's success, more interest and participation are expected in the 2024 event.
- 4.7 The Board may approve or decline grants as per the grant guidelines.
- 4.8 **Implications for Community Wellbeing**
There are social and cultural implications, as the organisations provide opportunities for social interaction, which builds a sense of community. Participating in social and sports events reduces feelings of isolation and encourages social connection.
- 4.9 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$12,535. If the applications are granted, the Board will have \$9,633 left for the remainder of the financial year.
- 4.10 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū may not likely be interested in the subject matter of this report.

5.2 **Groups and Organisations**

Other groups and organisations are likely to be affected by or interested in this report's subject matter, given that groups such as the Lighthouse Programme, the Chris Ruth Centre in Kaiapoi, and the IHC North Canterbury will be involved with the Inclusive Games Festival.

5.3 **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

- 6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$14,200 for the Rangiora-Ashely Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).
- 6.1.2 The current balance of the Rangiora-Ashely Board's 2024/25 Discretionary Grant Fund is \$12,990. If all the applications are granted, the Board will have \$9,633 left for the remaining ten months of the financial year.
- 6.1.3 The Board may consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

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

7. CONTEXT**7.1 Consistency with Policy**

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2023/2024 ⁴¹Name of group: Southbrook School 150th Jubilee CommitteeAddress: [REDACTED]Contact person within organisation: [REDACTED]Position within organisation: Jubilee Committee MemberContact phone number: [REDACTED]Email: [REDACTED]**Describe what the project is and what the grant funding will be used for?** (Use additional pages if needed)

Southbrook School is turning 150! It is with pride and joy that we are coming together to commemorate this historic event for our beloved school. To celebrate we have a weekend to remember our past, delight in our present and look to our future while we reminisce and reconnect with old and new friends.

As part of our commemoration, we are wanting to place a bench seat with memorial plaque around our special Oak Tree. Southbrook School opened in October 1874 and in 1876, an Oak Tree was planted - this tree is rich in history and takes pride of place on our school field. A commemorative seat plays tribute to our heritage and past while looking at our present and pondering on our future. The seat will be placed in a pivotal place within our school for everyone to

What is the timeframe of the project/event date? The Main Event takes place on Saturday 19th OctoberOverall cost of project: \$750Amount requested: \$750How many people will directly benefit from this project? 280+

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

 People with disabilities (mental or physical) Cultural/ethnic minorities District Preschool School/youth Older adults Whole community/ward

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

Oxford-Ohoka _____% Rangiora-Ashley 100 % Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

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

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

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

It is not often that we can celebrate 150 years. Our school is the heart of our community & educates up to 250 tamariki and numerous kaiako. Our school is open to many community groups, before & after school care, church groups all who use our grounds in many different forms - for the greater good of our community. Acknowledging our past is vital as not to forget where we have come from and the many sacrifices that have been made throughout the past 150 years.

What is the benefit(s) to your organisation?

42

Our kura is special. Our tamariki are special. Our kaiako are special. Our whanaungatanga is special. We work hard to roster great relationships with everyone who steps foot into our school. The benefits of being able to present this seating to Southbrook School values the work that has been & continues to be done to make Southbrook School special.

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

To have a place of history to reflect on the past 150 years of education.

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

If yes, name of parent group: _____

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

Empty text box for relationship details.

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

NIL

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

If yes, please supply details:

Empty text box for funding details.

- Enclosed Financial Balance Sheet and Income & Expenditure Statement
(compulsory – your application cannot be processed without financial statements)
- Supporting costs/quotes
- Other supporting information

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

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

Signed: 

Date: 7 August 2024



We are delighted to extend a warm invitation to you on behalf of Southbrook School, to join us for a celebration to mark our 150th anniversary.

It is with pride and joy that we come together to commemorate this historic event for our beloved school.

Plans are underway for the 150th Jubilee on Saturday 19th October with The Main Event starting at 10am, followed by a Mix and Mingle at the Rangiora RSA from 6.30pm. Informal gatherings are also being held with a Reconnections and Friendships at Monteiths on Friday 18th October at 6pm and a Farewell Brunch at The Station Café on Sunday 20th October at 9am.

We hope you will be able to join us to make these celebrations a special moment to remember. Unite with us to remember our past, delight in our present and look to our future as we reminisce and reconnect with old and new friends.

Please find enclosed information for the event along with your registration form. We would appreciate your RSVP by Friday 16th August.

We look forward to celebrating with you in October.

Kind regards

The Jubilee Planning Team


www.southbrookschooljubilee.com


Transaction List

Jubilee Account - [REDACTED]

Current Balance as at 02/08/2024: \$8,605.65 CR

Payment Date	Description	Other Party Name	Particulars	Analysis Code	Reference	Debit	Credit
02/08/2024	ELECTRONIC	BAYNON A A	Jubilee	Tracy	Tavendale		\$104.00
02/08/2024	INTRADAY PAYMENT	THOMASS RW & GM			GlendaThomas		\$42.00
02/08/2024	INTRADAY PAYMENT	EDER N J	NolaEder		MarilynHarri		\$84.00
	Closing Balance:						\$8,605.65 CR
01/08/2024	BILL PAYMENT	KILLEN,PAUL B	Angela Ashe		Ashe-Killen		\$114.00
01/08/2024	DIRECT CREDIT	Bayler L M	Bayler				\$30.00
01/08/2024	DIRECT CREDIT	DUNLOP R J	Dr Dunlop	150 Jubilee			\$92.00
	Closing Balance:						\$8,375.65 CR
31/07/2024	BILL PAYMENT	J A DUNN	Dunn jen	Dunn Judy			\$110.00
31/07/2024	Credit Interest	CREDIT INTEREST	\$12.90	Exempt			\$12.90
	Closing Balance:						\$8,139.65 CR
23/07/2024	DIRECT CREDIT	Davison J E	Jill Davison				\$134.00
	Closing Balance:						\$8,016.75 CR
18/07/2024	BILL PAYMENT	KIRWAN HELEN	Jubilee		Helen Kirwan		\$42.00
	Closing Balance:						\$7,882.75 CR
17/07/2024	BILL PAYMENT	KRIPPNER MR W G & MR	Janice Dowd (Neekolkman)		Jubileeregis		\$30.00
17/07/2024	DIRECT CREDIT	DENCH P			Peter Dench		\$67.00
	Closing Balance:						\$7,840.75 CR
16/07/2024	BILL PAYMENT	MATHESON A&M		Alan	Matheson		\$67.00
16/07/2024	BILL PAYMENT	HARRIS M&B	Barbara Harr		nee Taylor		\$67.00
16/07/2024	DIRECT CREDIT	JURANOVICH					\$67.00
	Closing Balance:						\$7,743.75 CR
15/07/2024	BILL PAYMENT	B J PETTIGREW	Barbara pett	Pettigrew			\$55.00
15/07/2024	DIRECT CREDIT	BAYNON A A			Adina Baynon		\$80.00
	Closing Balance:						\$7,542.75 CR
12/07/2024	DIRECT CREDIT	McCaw C P			Cynthia McCa		\$91.00
	Closing Balance:						\$7,407.75 CR
09/07/2024	DIRECT CREDIT	SMITH, M C	Maria smith				\$55.00
09/07/2024	DIRECT CREDIT	SMITH, M C	Maria smith				\$55.00
09/07/2024	DIRECT CREDIT	SMITH, M C	Maria smith				\$55.00
	Closing Balance:						\$7,316.75 CR
08/07/2024	BILL PAYMENT	ROSSITER G &	Gail	Rossiter			\$55.00
08/07/2024	DIRECT CREDIT	LH MCASLAN	Registration	Lois	McAslan		\$65.00
	Closing Balance:						\$7,151.75 CR
01/07/2024	BILL PAYMENT	G E & W G LINDSAY			WendyLindsay		\$37.00
01/07/2024	DIRECT CREDIT	BROCHERIE E	Jubilee	Elizabeth	Brocherie		\$30.00
01/07/2024	DIRECT CREDIT	MS C A KERR AND	Judy Lintott		Reunion Cost		\$79.00
	Closing Balance:						\$7,031.75 CR
30/06/2024	Credit Interest	CREDIT INTEREST	\$10.46	Exempt			\$10.46
30/06/2024	DIRECT CREDIT	MRS P J SHAW	Registration		Pauline Shaw		\$79.00
	Closing Balance:						\$6,885.75 CR
	Opening Balance:		\$6,796.29 CR				

Southbrook School
Jubilee Budget

Income

Money in Bank	\$	6,022.07
Registrations	\$	1,200.00
RSA	\$	775.00
Lunches	\$	420.00
Coins	\$	275.00
Cookbook Sales	\$	30.00
Tea Towels	\$	180.00
Mystery Envelopes		\$5 x 50 to sell
Sausage Sizzle	\$	310.00
Total	\$	9,212.07

Expenses

Display Panels	\$	180.00	Static Display
Decorations	\$	350.00	
Game Hire	\$	250.00	
Inflatables	\$	400.00	
Cake	\$	140.00	
Signage	\$	-	Hortons Sponsored
Face Painting	\$	200.00	
Food	\$	250.00	Angel Bay BBQ
Drinks	\$	100.00	
Water	\$	60.00	
Lolly Bags	\$	150.00	
Music	\$	200.00	
Photographer	\$	400.00	
Lunches	\$	137.00	
PostcardsMagnets	\$	-	sponsored
Bags	\$	80.00	
Lanyards Name Tags	\$	55.00	
RSA Special Licence	\$	207.00	over 100 people
Tree Seating	\$	750.00	
RSA Platters	\$	450.00	
RSA First Drink	\$	310.00	
Memory Book	\$	300.00	
Coins	\$	695.00	
Tea Towels	\$	550.00	
20+ year staff gifts	\$	1,000.00	
Misc	\$	500.00	
Copying	\$	500.00	
Postage	\$	1,060.00	
Total	\$	9,274.00	

Registration

	Adult		Child		
Bag	\$	1.60 x1	Bag	\$	1.60
Lanyard and Name Tag	\$	1.30 x2	Lanyard and Name Tag	\$	0.65
Postcard	\$	0.38 x1	Postcard	\$	0.38
Cookbook		x1	Colouring In	\$	0.30
150th Booklet	\$	5.00 x1	Lollypop	\$	0.30
Admin	\$	5.00 x1		\$	3.23
	\$	13.28			
			Adult - first 2 people	\$	30.00
			Child - each	\$	8.00
Lunch					
Club Sandwich	\$	2.00			
Savoury	\$	1.25			
Cream Lamington	\$	1.25			
Cheese and Crackers	\$	1.10			
Bottle Water	\$	0.75			
Plate, serviette	\$	0.50			
	\$	6.85	\$	12.00	
RSA					
Special Licence	\$	207.00	over 100 people		
Platters	\$	13.00	per person		
Drink	\$	10.00	average per person		
Profit	-\$		61.93		

Rangiora Menz Shed Inc



c/o 190 Johns Road
Rangiora 7400

Rae Mackay
Treasurer: 0273 621 601
Email: raejmac@xtra.co.nz

Southbrook School

Tax Invoice

Invoice Number **INV00142**
Invoice Date **26/07/2024**

Description	Quantity	Units	Unit Price	Price
1800mm Stained Bench Seat	1		750.00	750.00
TOTAL				\$750.00

Please pay "Rangiora Menz Shed"
Bank Account 03-0674-0262947-000
Reference - [REDACTED]

Thank you

Joe Meppurathu

Caution: [THIS EMAIL IS FROM AN EXTERNAL SOURCE] DO NOT CLICK links or attachments unless you recognise the sender email

Kia Ora

Please find attached our application for a Community Board grant for our upcoming 150th Jubilee.

We are a stand alone group under the umbrella of Southbrook School but receive no funding from the School or PTA. Our team is made up of past students and parents.

Mr Ray Pulley was a big champion of Southbrook School's centenary celebrations right up until his death in 2019. Through his selfless work, the Jubilee team has continued to work hard to create the 150th event.

The Jubilee Committee receives no funding from the School and as such do not hold a profit and loss balance sheet. We have attached a copy of our current bank statement. Registrations for the event are being received and the income entries shown are registration fees paid. We also attach a copy of our budget, but this is a working document due to the fact that the RSVP date for registrations has not closed yet.

We hope you will be able to look favourably upon our request. We have been able to source a beautiful Oregon Bench Seat made by Rangiora Menz Shed - keeping our sources and funds local.

Please let me know if there is anything further you require.

Many thanks



--

The Jubilee Planning Team

www.southbrookschooljubilee.com

Groups applying for Board Discretionary Grants 2023/2024

Name of group: North Loburn School

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Office Manager

Contact phone number: [REDACTED]

Email: office@northloburn.school.nz

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

Our school playground is in need of mulch underneath the equipment to bring it up to health and safety regulations. We had a donation of some bark last year but it was not enough for us to comply with the safety regulations.

We are asking for assistance with purchasing the bark from Rangiora Landscapes so the children of our school and the wider community are able to safely play on the equipment.

We are asking for assistance over the normal \$1,000 grant limit as this is a safety issue for the children.

What is the timeframe of the project/event date? As soon as possible

Overall cost of project: 1,652.17 excl GST

Amount requested: 1,652.17 excl GST

How many people will directly benefit from this project? 85

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

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

Preschool School/youth Older adults Whole community/ward

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

Oxford-Ohoka 0 %

Rangiora-Ashley 90 %

Woodend-Sefton 5 %

Kaiapoi-Tuahiwi 5 %

Other (please specify): _____

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

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

We will have to ask our community to fundraise or donate money towards the cost of the bark.

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

This will enable the students both of this school and the wider community to have a safe space to play, both during the school day, after school and on the weekends. Our school is a hub for our rural children on the weekends who may not have access to play equipment at home.

What is the benefit(s) to your organisation?

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This will ensure the children have a safe space to play outside.

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

Our community, a largely rural community, use our school grounds after school and on the weekends/school holidays as for some, this is the only play space they have access to. This will ensure that the area is a safe space for them.

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

If yes, name of parent group: _____

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

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

A local business supplied our school with some of the bark required last year, but as the space is large it did not go very far.

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

If yes, please supply details:

In September 2023 we applied for a grant of \$910.00 for EPro8 equipment. We were successful and have completed the accountability for this.

Enclosed Financial Balance Sheet and Income & Expenditure Statement
(compulsory – your application cannot be processed without financial statements)

Supporting costs/quotes

Other supporting information

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

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

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

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

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

Signed: _____

Date: 05/07/2024.



www.northloburn.school.nz | office@northloburn.school.nz
813 Loburn White Rock Road, RD2, Rangiora 7472
Ph (03) 312 8852 | Fax (03) 312 8870

5 July 2024

Community Grant Committee
Waimakariri District Council

As you may be aware, Tihiraki North Loburn School is a small rural school dedicated to providing a high-quality education to our tamariki. We have always strived to make the best use of the funds provided to us by the Ministry of Education in order to deliver the core curriculum and meet the educational needs of our students.

We are seeking funding to acquire bark for our playground to enhance safety. Although the requested amount exceeds the grant limit, we kindly request your consideration for approval of the higher amount.

We require this grant to meet safety standards for our playground and ensure the safety of our children. Without the council and grants committee's support, we will have to turn to our parents for assistance, adding to their current commitments supporting various school projects and curriculum activities for the children. Our playground is a central hub for our community, frequented by children and residents on weekends, many of the local children do not have easy access to playgrounds. Our school grounds are a welcome meeting place for them to gather on the weekends.

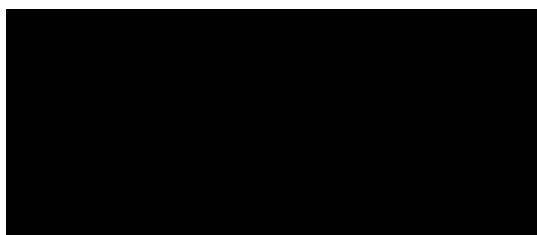
I have provided some pictures of the playground on the following pages, these show we are very low on bark, especially at the end of the slides.





Any support you can provide would be greatly appreciated. Thank you for your attention to this matter, I am available to discuss this directly with you should you require any further information.

Kind regards



Office Manager

NORTH LOBURN SCHOOL FINANCIAL SUMMARY JUNE 2024
--

HIGHLIGHTS

Profitability

	YTD Actual	YTD Budget	YTD Variance\$	Annual Budget	% Utilised	Projection
Revenue	161,048	152,272	-8,776	308,897	49%	317,673
Expenses	139,577	145,165	5,588	321,188	45%	315,600
Profit (Loss)	21,471	7,107	-14,364	-12,291		2,073

- 49% of the revenue budget has been utilised with a YTD variance of \$8,776 increasing the projected income to \$317,673. The variance is mainly due to being over budget on other MOE grants \$3,575 and activities and trading income \$3,584.
 - 45% of the expense budget has been utilised with a YTD variance of \$5,588 decreasing the projected expenses to \$315,600. The variance is mainly due to being under budget on teaching wages \$3,851.
 - Overall the actual profit to date of \$21,471 is more than the budgeted profit to date of \$7,107 changing the budgeted loss to a projected profit of \$2,073.
- **Budgets have been divided into 12 or 11 equal monthly amounts**
 - The operations grant and bus funding grant have been divided into equal monthly instalments so that income is evened out over the year.
 - **Projected income and expenses are based on the YTD actuals plus the remainder of the budget for the year.**

Cash Flows

June Increase (Decrease)	(18,461)
YTD Increase (Decrease)	(4,710)
Total Bank & Investment account balances	167,356

- \$31,922 of the total bank & investment balances is for MOE capital works.
- Increases in cash are expected when the operations grant is received: January, April, July and October.
- Decreases in cash are expected in the months where no operations grant is received: February, March, May, June, August, September, November and December.

Financial Stability

Actual Working Capital	137,388
Projected Working Capital Dec 2024	117,990
Projected Uncommitted Funds Dec 2024	104,981
Equity %	87%
Capital Asset expenditure	5,193

- Working capital shows the ability of the school to meet its debts as they fall due and is a measure of short term financial stability.
- The projected working capital is based on actual working capital adjusted for the remainder of the budget for the year.
- Projected uncommitted funds is based on the projected working capital less term liabilities; finance leases and cyclical maintenance.
- Equity shows the percentage of assets funded by the school with the remainder being funded by liabilities.

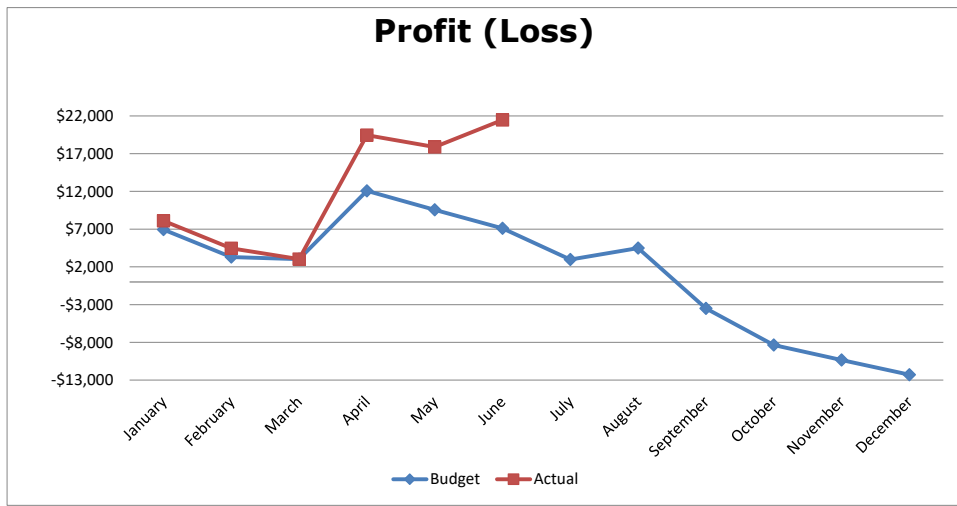
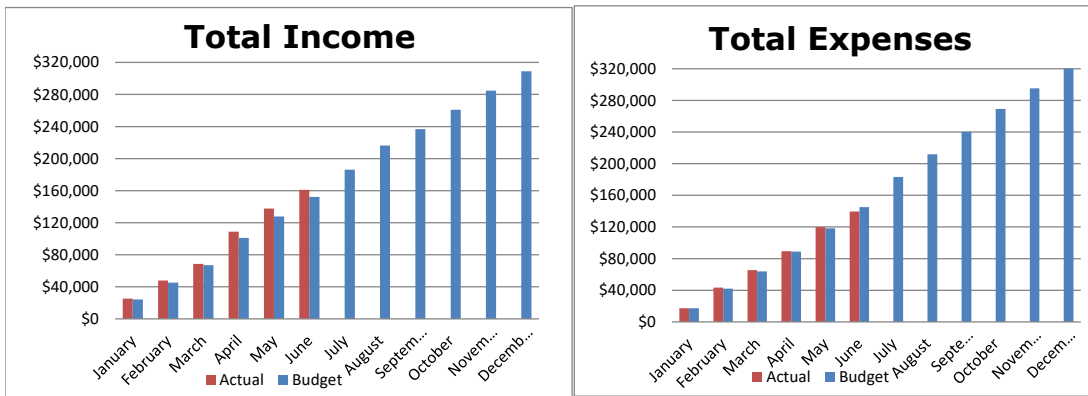
Notes

- Banking staffing not recorded.
- Budgets for income and expenditure for teaching salaries and the notional lease have not been included in the calculations.

**NORTH LOBURN SCHOOL
FINANCIAL SUMMARY JUNE 2024**

Profitability

REVENUE	YTD	YTD	YTD \$	Annual	%	Forward Projection Full Year		
	Actual	Budget	Variance	Budget	Utilised	YTD	Budget	Total
Operations Grant	88,350	88,758	408	177,513	50%	88,350	88,755	177,105
Other Government Grants	34,883	31,308	-3,575	37,023	85%	34,883	5,715	40,598
Donations, Grants, Fundraising	12,384	13,473	1,089	48,907	28%	12,384	35,434	47,818
School House Rental	13,500	11,700	-1,800	23,400	50%	13,500	11,700	25,200
Activities Income	5,383	3,305	-2,078	14,874	22%	5,383	11,569	16,952
Trading Income	2,946	1,440	-1,506	2,450	59%	2,946	1,010	3,956
Interest	3,309	1,548	-1,761	3,100	50%	3,309	1,552	4,861
Other Income	292	740	448	1,630	45%	292	890	1,182
TOTAL REVENUE	161,048	152,272	-8,776	308,897	49%	161,048	156,625	317,673
EXPENSES								
Donations, Grants & Fundraising Costs	170	0	-170	9,532	0%	170	9,532	9,702
Activities Costs	14,276	13,682	-594	21,315	64%	14,276	7,633	21,909
Trading Costs	2,550	660	-1,890	1,450	46%	2,550	790	3,340
School House Costs	6,089	4,528	-1,561	6,510	70%	6,089	1,982	8,071
Learning Resources	31,908	38,483	6,575	101,173	38%	31,908	62,690	94,598
Administration	45,645	46,246	601	81,412	57%	45,645	35,166	80,811
Property	30,643	30,316	-327	77,296	39%	30,643	46,980	77,623
Depreciation	8,296	11,250	2,954	22,500	50%	8,296	11,250	19,546
TOTAL EXPENSES	139,577	145,165	5,588	321,188	45%	139,577	176,023	315,600
NET PROFIT (LOSS)	21,471	7,107	-14,364	-12,291		21,471	-19,398	2,073



NORTH LOBURN SCHOOL FINANCIAL SUMMARY JUNE 2024

Cash Flows

	June	YTD
Opening bank & investment account balances:	185,817	172,066
Cash Receipts	10,421	195,417
Cash Payments	28,882	200,126
Net Cash Movement	-18,461	-4,710
Closing bank & investment account balances:	<u>\$167,356</u>	<u>\$167,356</u>

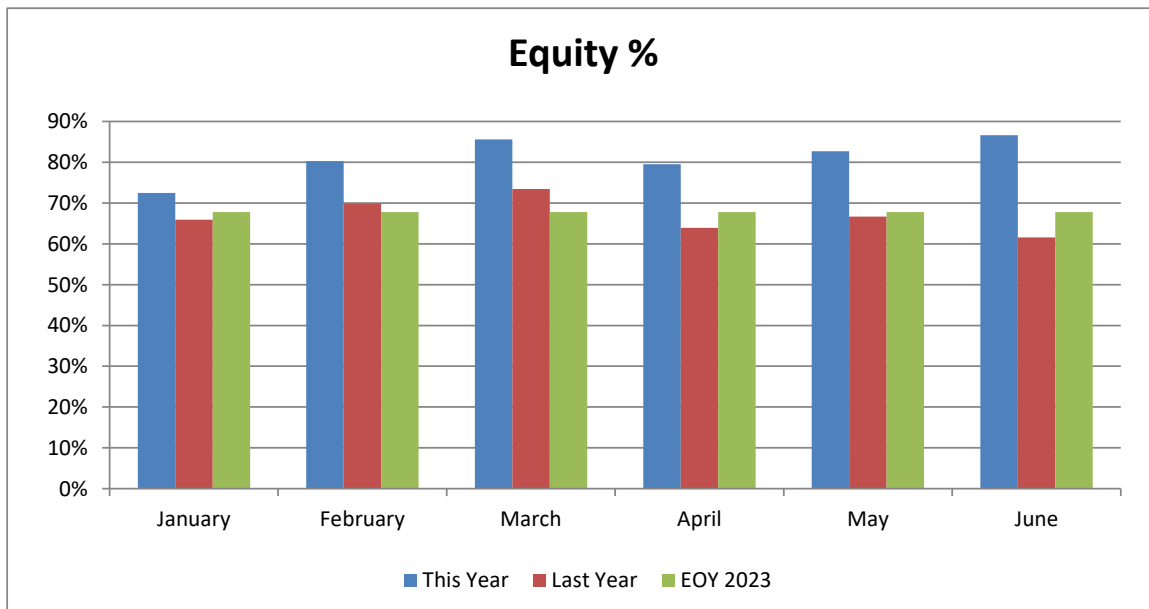
Significant Payments:

PP06	2,926
PP07	3,370
Waimakariri District Council	3,990
Activity Hanmer (2011) Ltd	3,228
All About Sewage	2,284
Crest Commercial Cleaning Ltd	2,109
Cyclone Computer Company Ltd	1,000

Significant Receipts:

MOE	4,710
Trading Income	1,000

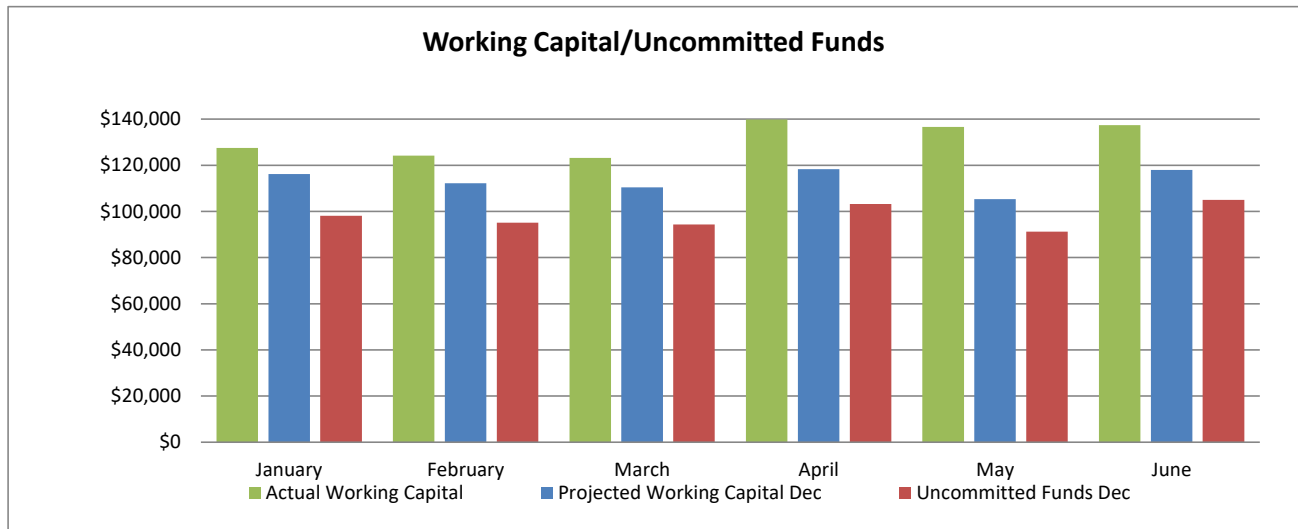
Financial Stability



**NORTH LOBURN SCHOOL
FINANCIAL SUMMARY JUNE 2024**

Financial Stability continued

	June	Actual vs Last Year to Date			2023
		Last Year	Variance \$	Variance %	
CURRENT ASSETS					
Bank & Investments	167,356	183,243	15,888	9%	172,066
Other Current Assets	9,820	114,604	104,783	91%	79,854
Total Current Assets	177,176	297,847	120,671	41%	251,919
CURRENT LIABILITIES					
Accounts Payable	31,094	10,346	-20,748	-201%	81,832
Cyclical Maintenance	9,626	2,256	-7,370	-327%	2,252
Painting Contract	3,774	2,633	-1,141	-43%	2,460
Finance Leases - current	4,659	1,993	-2,666	-134%	3,313
MOE Capital Works	-11,056	154,069	165,125	107%	42,650
Other Current Liabilities	1,691	10,989	9,298	85%	455
Total Current Liabilities	39,789	182,285	142,497	78%	132,962
WORKING CAPITAL	137,388	115,562	-21,826	-19%	118,958
Property, Plant & Equipment	217,379	227,640	10,261	5%	220,482
Term Liabilities	13,009	19,744	6,735	34%	19,153
EQUITY	341,757	323,457	-18,300		320,287
EQUITY %	87%	62%			68%



Additional Assets purchased in 2024:
 May - Sewage pump 1,986
 Jun - CFS Lease 3,207

5,193

**RANGIORA LANDSCAPE &
GARDEN SUPPLIES LTD
643 LINESIDE ROAD
RANGIORA**

3 July 2024

North Loburn School
817 Loburn Whiterock Road,
RD2, Rangiora 7472

Please find enclosed the quote that you require for your school

20 metres MEDIUM FINE BARK \$2200.00

The price quoted includes GST and DELIVERY.

Thank-you for the opportunity to provide you with this quote, and we look forward to hearing from you in the near future.

Yours Sincerely

MIKE WINTER
Director
RANGIORA LANDSCAPE AND GARDEN SUPPLIES LIMITED

Semi Summarised Income Statement

North Loburn School For the month ended 30 June 2024

	JUN 2024	YTD	ANNUAL BUDGET	FUNDS REMAINING	% UTILISED
Income					
Government Grants	18,026	123,233	214,536	91,303	57%
Donations & Grants	(170)	12,384	48,907	36,523	25%
Activities (net)	39	(8,893)	(6,441)	2,452	138%
Trading (net)	281	396	1,000	604	40%
School House (net)	218	7,411	16,890	9,479	44%
Other Local Funds Income	-	292	1,630	1,338	18%
Interest	254	3,309	3,100	(209)	107%
Total Income	18,649	138,132	279,622	141,490	49%
Expenses					
Other Local Funds Expenditure	-	170	9,532	9,362	2%
Learning Resources					
Curricular	1,639	7,274	19,005	11,731	38%
ICT	1,005	3,985	9,500	5,515	42%
Library Resources	-	14	150	136	10%
Teaching Salaries & Wages	3,372	17,607	63,744	46,137	28%
Staff Development	217	3,027	8,774	5,747	35%
Total Learning Resources	6,233	31,908	101,173	69,265	32%
Administration					
Finance, Legal & Insurance	(2,461)	9,100	13,400	4,300	68%
BOT Administration	981	3,382	6,700	3,318	50%
Consumables	-	383	1,630	1,247	23%
Office Salary & Wages	2,514	18,588	32,860	14,272	57%
Operating Leases	528	3,317	7,500	4,183	44%
Other Administration	1,768	10,874	19,322	8,448	56%
Total Administration	3,331	45,645	81,412	35,767	56%
Property					
Caretaking & Cleaning Consumables	115	718	2,170	1,452	33%
Repairs & Maintenance	1,235	10,132	33,189	23,057	31%
Heat, Light & Water	-	2,425	7,400	4,975	33%
Other Property	1,894	12,001	24,007	12,006	50%
Property Salaries & Wages	860	5,366	10,530	5,164	51%
Total Property	4,104	30,643	77,296	46,653	40%
Depreciation	1,391	8,296	22,500	14,204	37%
Total Expenses	15,059	116,662	291,913	175,251	40%
Net Profit (Loss) for the Year	3,591	21,471	(12,291)	(33,762)	-175%

Summarised Balance Sheet

North Loburn School As at 30 June 2024

	30 JUN 2024	31 DEC 2023
Current Assets		
Cash and Bank	166,790	169,905
Accounts Receivable	3,242	68,165
GST Receivable	6,579	11,688
Prepayments	-	-
Total Current Assets	176,610	249,759
Current Liabilities		
Accounts Payable	30,528	79,672
MOE Capital Works	(11,056)	42,650
Hero Payment in Advance	1,691	455
Income in Advance	-	-
Provision for Cyclical Maintenance - Current	9,626	2,252
Painting Contract - Current	3,774	2,460
Finance Leases - Current	4,659	3,313
Total Current Liabilities	39,223	130,801
Working Capital	137,388	118,958
Non-Current Assets		
Property, Plant and Equipment		
Land at cost	27,000	27,000
Building Improvements - Crown	105,856	108,032
Buildings - School	55,693	56,650
Information & Communication Technology	1,042	1,537
Furniture and Equipment	18,644	19,475
Leased Assets	5,254	3,899
Library	3,890	3,890
Total Property, Plant and Equipment	217,379	220,482
Total Non-Current Assets	217,379	220,482
Non-Current Liabilities		
Provision for Cyclical Maintenance - Non-current	11,786	17,930
Painting Contract - Non-current	-	-
Finance Leases - Non-current	1,223	1,223
Total Non-Current Liabilities	13,009	19,153
Net Assets	341,757	320,287
Retained Earnings		
Retained earnings/Accumulated funds	320,287	291,143
Current year earnings	21,471	29,144
Total Retained Earnings	341,757	320,287

	30 JUN 2024	31 DEC 2023
Equity	341,757	320,287

Groups applying for Board Discretionary Grants 2023/2024

Name of group: North Canterbury Inclusive Sports Festival

Address: C/- Waimakariri Access Group, WDC, High Street, Rangiora

Contact person within organisation: [Redacted]

Position within organisation: Chair organising committee, North Canterbury Inclusive Sports Festival

Contact phone number: [Redacted] Email: northcanterburyinclusivesports@gmail.com

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

This is the second time we have hosted this event. The focus is to provide opportunities for youth with disabilities and other persons with disabilities to participate in a number of para and adaptive sports, free of charge, in their own community.
Sports will include wheelchair basketball, bocce, wheelchair rugby, adaptive goal ball and other activities adaptable to different levels of disability.
The grant will be used to remove the barrier of costs for the participants and their families.

What is the timeframe of the project/event date? Friday 4th October 2024

Overall cost of project: 2500 Amount requested: 750

How many people will directly benefit from this project? 70

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

- People with disabilities (mental or physical) Cultural/ethnic minorities District
- Preschool School/youth Older adults Whole community/ward

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

Oxford-Ohoka 15 % Rangiora-Ashley 35 % Woodend-Sefton 15 % Kaiapoi-Tuahiwi 15 %

Other (please specify): _____

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

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

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

People with disabilities have comparatively little options and opportunities for recreation in our district. Many families travel into Christchurch where there are more options. For some people with disabilities, they have not had the opportunity to try these sports and activities. They and their families will be able to participate in activities that are adapted in a friendly environment.

What is the benefit(s) to your organisation?

62

The aim of all groups involved is to support inclusivity and promotion of the event. We have organising committee representatives from the Access Group, Waimakariri Youth Council, WDC Community Team, Disabled Community Members, Basketball NZ, North Canterbury Sport and Recreation Trust and Special Olympics North Canterbury.

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

To give young disabled people the opportunity close to home to try adapted sports. 11% of young people in New Zealand have a disability. Some attend the Lighthouse Programme at Rangiora High School, are part of the North Canterbury IHC Community or integrate into our mainstream community.

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

If yes, name of parent group: Waimakariri Access Group WAG

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

WAG is not a Trust or registered charity. The organiser, Zack Lappin is a member of the Waimakariri Access Group and the Group is supporting this initiative as it promotes inclusivity and participation for young people with disabilities.

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

Parafed Canterbury are lending their wheelchair trailer and sports chairs. North Canterbury Sport and Recreation Trust have donated the use of general equipment. The court hire has also been donated. Will be applying to all community boards - Woodend-Sefton \$500, Oxford-Ohoka \$500, Kaiapoi-Tuahiwi \$750.

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

If yes, please supply details:

We applied to the board last year, for funding to run the first iteration of this event. The event was very successful, had over 70 people present and we had very positive feedback from a grateful community of our disabled residents and their families.

Enclosed Financial Balance Sheet and Income & Expenditure Statement
(*compulsory – your application cannot be processed without financial statements*)

Supporting costs/quotes

Other supporting information

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

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

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

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

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

Signed: 

Date: 22nd August 2024



WAIMAKARIRI ACCESS GROUP

0877

Today's statements

Account type	Account number	Balance
Business Premium Current Account	[REDACTED]	1,999.28

Business Premium Current Account

Account name	WAIMAKARIRI ACCESS GROUP
Account number	[REDACTED]
Statement number	00253
Statement period	01 Jun 2024 - 27 Jun 2024

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Jun	Opening balance			1,997.29
27 Jun	GROSS CREDIT INTEREST PAID		3.62	2,000.91
27 Jun	WITHHOLDING TAX PAID	1.63		1,999.28
Totals at end of page		\$1.63	\$3.62	\$1,999.28
Totals at end of period		\$1.63	\$3.62	\$1,999.28

Your available credit is **\$1,999.28** as at the closing date of this statement.

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

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

FINANCIAL REPORT WAIMAKARIRI ACCESS GROUP**1ST JULY 2023- 30TH JUNE 2024****Funds In**

Interest \$ 30.75

Total Funds In \$30.75**Funds Out**

AGM 2023 Advertising \$28.75

Catering \$51.44

North Canterbury Inclusive Sports Event

Podium Photography \$750.00

NC Sports and Recreation Trust \$504.80

Total Funds Out \$1334.99**Cash Movements**

Opening Bank Balance \$ 3,303.52

Cash Movement during period -\$1303.61

Closing Bank Balance \$ 1,999.28

NB: Awaiting Community Grants to cover NCIS event \$1254.80

65
Budget for North Canterbury Inclusive Sports Festival 2023

Friday 29 September 10am - 2.30 pm Mainpower stadium, Rangiora

Donations

North Canterbury Sports Trust - Revl GT Room Hire
 Court hire
 Parafed Canterbury - loan of trailer and wheelchairs
 Snacks and drinks

	Grant	% of total grant	claimed from CB's	
Income				
Grants:				
Woodend-Sefton Community Board	500	20.00%		250.96
Photography			150.00	
Catering			100.96	
Oxford-Ohoka Community Board	500	20.00%		250.96
Photography			150.00	
Catering			100.96	
Rangiora-Ashley Community Board	750	30.00%		376.44
Photography			225.00	
Catering			151.44	
Kaiapoi- Tuahiwi Community Board	750	30.00%		376.44
Photography			225.00	
Catering			151.44	
	\$2,500	100.00%	\$1,254.80	\$1,254.80

	Forecast	Actual	Paid	Date paid
Expenses				
Food - Mainpower Stadium	650	504.80	504.80	10/10/23
Photographer Deposit - Podium Photography	325	325.00		22/08/23
Photographer Final - Podium Photography	325	425.00	750.00	2/10/23
Certificates and medals	350			
Miscellaeneous e.g. spot prizes	600			
	\$2,250	1,254.80	1,254.80	

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

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

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

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		2024/25 = \$ 14,200				\$ 14,200.00
10-Jul	Waimakariri United Football Club	Towards Bibs for in-house teams		\$920	\$600	\$13,600
10-Jul	North Canterbury Federation of Women's Institute	Towards hosting a craft day	26-Jul-24	\$300	\$110	\$13,490
10-Jul	Southbrook Netball Club	towards annual prize giving, storage and new netballs	Declined	\$1,000	\$0	\$13,490
10-Jul	St Joseph's School Rangiora	towards hosting a cultural Festival	Declined	\$1,000	\$0	\$13,490
10-Jul	The Salvation Army Just Brass Band	towards hosting free music lessons		\$1,000	\$500	\$12,990
14-Aug	Cust/West Eyreton Playcentre	towards maintaining the first aid kit		\$410	\$205	\$12,785
14-Aug	Oxford Community Trust	towards catering costs for Day Out event	Declined	\$750		\$12,785
14-Aug	Saracens Rugby Club	Towards sending teams to the Global Games Festival		\$1,000	\$250	\$12,535
11-Sep	North Loburn School	Towards bark for playground		\$1,652		
11-Sep	Southbrook school 150th Jubilee Committee	Towards the purchase of a bench		\$750		
11-Sep	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$500		

Rangiora-Ashley
Community
Board
10.137.100.2410

GOVERNANCE

Rangiora-Ashley Community Board Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

CHAIRPERSON'S REPORT
From 8 to 27 August 2024

CHAIRPERSON'S DIARY	
<i>Date</i>	<i>Events attended</i>
Thursday 8 August	Waimakariri Access Group AGM
Monday 12 August	Briefing with staff prior to the Rangiora-Ashley Community Board meeting.
Tuesday 13 August	Council briefing regarding the proposed Woodend Bypass
	Rangiora Santa Parade
Wednesday 14 August	Rangiora-Ashley Community Board meeting
Thursday 15 August	Township Christmas Decorations Working Group
Wednesday 21 August	2024 LGNZ Community Board Conference
Thursday 22 August	2024 LGNZ Community Board Conference
Friday 23 August	2024 LGNZ Community Board Conference
Monday 26 August	Citizen's Advice Bureau AGM
Tuesday 27 August	Public meeting regarding the proposed Loburn Quarry

Jim Gerard
Chairperson
Rangiora-Ashley Community Board

RANGIORA-ASHLEY COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE

14 August to 10 September 2024

Member' Name: Liz McClure

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
14 August	RACB Meeting	
21 August	Community Boards Conference	
22 August	Community Boards Conference	
23 August	Community Boards Conference	
24 August	Southbrook School Sausage Sizzle	
30 August	Don Hassall Funeral	
5 September	All Boards Workshop	