

# Agenda

## Woodend-Sefton Community Board

Monday 11 November 2024

5.30pm

Woodend Community Centre  
School Road  
Woodend

**Members:**

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson

## **AGENDA CONTENTS – WOODEND-SEFTON COMMUNITY BOARD MEETING**

<b><u>Item Number</u></b>	<b><u>Item Topic</u></b>	<b><u>Page numbers</u></b>
<b>3</b>	<b>Confirmation of Minutes</b>	
3.1	Minutes of 14 October 2024	8-15
3.3	Workshop Notes of 14 October 2024	16
<b>6</b>	<b>Staff Reports</b>	
6.1	Gift from Ashley Rakahuri Rivercare Group of proposed Ashley Rakahuri Estuary Viewing Platform	17-24
6.2	Ratification of the Woodend-Sefton Community Board's submission on the Draft Canterbury Regional Public Transport Plan	25-28
6.3	Change to the appointment of the Board Representative to the Pegasus Residents Group	29-31
6.4	Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund	32-47
<b>7</b>	<b>Correspondence</b>	
7.1	General Landscaping Budget – Project Considerations memo	48-49
7.2	Long Term Plan Response Letter	50-55
<b>8</b>	<b>Chair's Diary for September 2024</b>	56
<b>10</b>	<b>Members Information Exchange</b>	
10.1	Rhonda Mather	57-58
10.2	Philip Redmond	59-60

**AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 11 NOVEMBER 2024 AT 5.30PM.**

---

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

---

	<b><u>BUSINESS</u></b>	PAGES
<b>1</b>	<b><u>APOLOGIES</u></b>	
<b>2</b>	<b><u>CONFLICTS OF INTEREST</u></b>	
<b>3</b>	<b><u>CONFIRMATION MINUTES</u></b>	
3.1	<b><u>Minutes of the Woodend-Sefton Community Board Meeting – 14 October 2024</u></b>	8-15
	<i>RECOMMENDATION</i>	
	<b>THAT</b> the Woodend-Sefton Community Board:	
	(a) <b>Confirms</b> the Minutes of the Woodend-Sefton Community Board Meeting held on 14 October 2024.	
3.2	<b><u>Matters Arising</u></b>	
3.3	<b><u>Notes of the Woodend-Sefton Community Board Workshop – 14 October 2024</u></b>	16
	<i>RECOMMENDATION</i>	
	<b>THAT</b> the Woodend-Sefton Community Board:	
	(a) <b>Receives</b> the notes of the Woodend-Sefton Community Board Workshop held on 14 October 2024.	
<b>4</b>	<b><u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u></b>	
	Nil.	
<b>5</b>	<b><u>ADJOURNED BUSINESS</u></b>	
	Nil.	

6 **REPORTS**

6.1 **Gift from Ashley Rakahuri Rivercare Group of proposed Ashley Rakahuri Estuary Viewing Platform – Mike Kwant (Senior Ranger, Biodiversity)** 17-24

*RECOMMENDATION*

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

- (a) **Receives** Report No. 241031189626.

AND

**THAT** the Woodend Sefton Community Board recommends:

**THAT** the Council:

- (b) **Approves** – The construction of an accessible viewing platform as per attached design and proposed location adjacent to the Ashley Rakahuri Estuary car park.
- (c) **Approves** Greenspace, on behalf of the Council, taking ownership of this asset as a gift from the Ashley Rakahuri River Care Group.
- (d) **Notes** that Council staff will support the Ashley Rakahuri Rivercare Group through the design, consenting and construction phases of the project.
- (e) **Notes** that the value of the asset is estimated at \$30,000 to be depreciated over a 50 year period. This will have a minor impact on rates.

6.2 **Ratification of the Woodend-Sefton Community Board’s submission on the Draft Canterbury Regional Public Transport Plan – Kay Rabe (Governance Advisor)** 25-28

*RECOMMENDATION*

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

- (a) **Receives** report No. 241024185545.
- (b) **Retrospectively ratifies** its submission to Environment Canterbury (ECan) on the Draft Canterbury Regional Public Transport Plan (Trim Ref: 241024185541).

6.3 **Change to the appointment of the Board Representative to the Pegasus Residents Group – Kay Rabe (Governance Advisor)** 29-31

*RECOMMENDATION*

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

- (a) **Receives** report No. 241014177347.
- (b) **Revokes** the appointment of I Fong as the Board’s representative and liaison person to the Pegasus Residents’ Group.
- (c) **Approves** the appointment of Board Member ..... as the Board representative and liaison person to the Pegasus Residents Group until the end of the term in September 2025.
- (d) **Thanks**, I Fong, for his work over the past two years as the Board’s representative to the Pegasus Residents’ Group.

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

32-47

*RECOMMENDATION*

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

- (a) **Receives** report No. 241002169201.
- (b) **Approves** a grant of \$.....to the Waiora Links Community Trust towards entertainment at a community family event to be held in January 2025.

**OR**

- (c) **Declines** the application from the Waiora Links Community Trust.

**7 CORRESPONDENCE**

7.1 **General Landscaping Budget – Project Considerations memo**

48-49

Trim No. 241031189747.

7.2 **Long Term Plan Response Letter**

50-55

Trim No. 240216022707.

*RECOMMENDATION*

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

- (a) **Receives** the correspondence in items 7.1 and 7.1.

**8 CHAIRPERSON'S REPORT**

8.1 **Chairpersons Report for October 2024**

56

*RECOMMENDATION*

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

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 241104191049).

**9 MATTERS FOR INFORMATION**

9.1. **Oxford-Ohoka Community Board Meeting Minutes 2 October 2024.**

9.2. **Rangiora-Ashley Community Board Meeting Minutes 9 October 2024.**

9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 21 October 2024.**

9.4. **Council Meeting Schedule from January to October 2025 – Report to Council Meeting 1 October 2024 – Circulates to all Boards.**

9.5. **Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 1 October 2024 – Circulates to all Boards.**

9.6. **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – Report to Oxford-Ohoka Community Board 2 October 2024 – Circulates to Woodend-Sefton, Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards**

9.7. **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – Report to Rangiora-Ashley Community Board 9 October 2024 – Circulates to Woodend-Sefton, Oxford-Ohoka and Kaiapoi-Tuahiwi Community Boards**

- 9.8. **Amendment to Standing Orders – Report to Council Meeting 15 October 2024 – Circulates to all Boards.**
- 9.9. **July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee 15 October 2024 – Circulates to all Boards**
- 9.10. **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – Report to Kaiapoi-Tuahiwi Community Board 21 October 2024 – Circulates to Woodend-Sefton, Rangiora-Ashley and Oxford-Ohoka Community Boards**

*RECOMMENDATION*

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

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

**Note:**

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

**10 MEMBERS' INFORMATION EXCHANGE**

57-60

10.1 **Rhonda Mather**

10.2 **Philip Redmond**

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

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

**11 CONSULTATION PROJECTS**

11.1 **Solutions to Waste**

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

11.2 **Welcoming Communities**

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

**12 BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 October 2024: \$3,925.

12.2 **General Landscaping Budget**

Balance as at 31 October 2024: \$14,326.

**13 MEDIA ITEMS**

**14 QUESTIONS UNDER STANDING ORDERS**

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

### **NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Tuesday 3 December 2024 at the Waikuku Beach Hall, Park Terrace, Waikuku Beach.

#### **Workshop**

- *Future Woodend Bypass impact on Woodend Pegasus Area Strategy – Shane Binder (Senior Transportation Engineer), Diana Caird (Senior Policy Analyst) and Keike Downie (Strategy and Centres Team Leader) – 30 minutes.*
- *Parking Discussion – Shane Binder (Senior Transportation Engineer) – 15 minutes*
- *Members Forum*

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND, ON MONDAY, 14 OCTOBER 2024, AT 5.30PM.**

**PRESENT**

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

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation and Environment), J McBride (Roading and Transport Manager), P Daly (Road Safety Coordinator/Journey Planner), B Charlton (Environmental Services Manager), N Thenuwara (Policy Analyst), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

**1 APOLOGIES**

Moved: S Powell

Seconded: M Paterson

**THAT** an apology for be accepted from A Thompson and an apology for early departure be accepted from B Cairns who left at 6.15pm.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board Meeting – 9 September 2024**

Moved: I Fong

Seconded: B Cairns

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

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 9 September 2024.

**CARRIED**

**3.2 Matters Arising**

There were no matters arising.

**4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

Nil.

**5 ADJOURNED BUSINESS**

Nil.



## 6 REPORTS

### 6.1 Bob Robertson Drive Proposed Bus Stop Facility – P Daly (Road Safety Coordinator/Journey Planner) and J McBride (Roading and Transport Manager)

P Daly spoke to the report and informed the Board the proposed change was to mitigate the risk of pedestrians having to cross the motorway at Pegasus roundabout in order to either catch the bus or return home on disembarking.

R Mather questioned if a seat would be installed at the bus stop. J McBride stated there would not be a seat installed as the Woodend Bypass could affect the bus service and/ or routes, however it could be looked at in the future. R Mather also asked if there would be any remedial work done to the adjacent berm which had been damaged due to heavy vehicles parking there to enable their drivers to buy food at McDonalds. J McBride confirmed the berm would be tidied as part of the bus stop installation work.

P Redmond sought clarity on when the bus stop would be completed. P Daly noted it was dependent on several factors. Environment Canterbury would not change their bus route unless a bus stop was in place however the Council was reluctant to install the bus stop if there was no confirmation from Environment Canterbury that the bus route would be changed. J McBride noted staff would come back to the Board with an update on the timeframe.

Following a question from S Powell, J McBride stated she had been in discussion with Environment Canterbury regarding a review of the entire bus service however due to reduced funding from the NZTA's National Long Term Plan (NLTP) for public transport further work would have to be completed.

Moved: R Mather                      Seconded: P Redmond

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

(a) **Receives** Report No. 240813134940.

*AND*

**THAT** the Woodend-Sefton Community Board recommends:

**THAT** the Utilities and Roading Committee:

- (b) **Approves** the installation of a bus stop facility on Bob Robertson Drive between SH1 and Garlick Street, as per Figure 4 in the report.
- (c) **Notes** that the cost of installation is estimated to be \$5,800, to be funded from the minor safety budget.
- (d) **Notes** that staff will continue to work with NZTA and Environment Canterbury on consideration for future bus services and supporting infrastructure.

**CARRIED**

R Mather stated this was a small but significant step towards making the Pegasus roundabout a safer place for pedestrians.

P Redmond concurred with R Mather's comments and believed that the proposed bus stop was an excellent first step.

S Powell was extremely supportive of the work and thanked staff for their work on progressing safety improvements for Woodend.

6.2 **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – K Rabe (Governance Advisor)**

K Rabe stated this was a yearly report to inform the Board of how their funds were spent throughout the financial year. She noted the process for following up on receipt of the accountability forms had been changed which had proved to be successful as the majority of the forms had been returned as requested.

B Cairns questioned if the photos within the report were received with the accountability forms. K Rabe confirmed they were. She noted the Oxford-Ohoka Community Board posted the photos on their Facebook page as they were received as a way to promote the fund and the community groups who received them.

Moved: I Fong                      Seconded: B Cairns

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

- (a) **Receives** Report No. 240823142327.
- (b) **Notes** that of the \$7,610 allocated to the Board for the 2023/24 financial year, \$7,229 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$381 was unspent.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

**CARRIED**

I Fong was pleased the majority of the funds had been spent as there had been no carryover of unspent funds to the current financial year.

B Cairns enjoyed the vibrancy of the report with the photos which proved the money was spent on valuable projects within the community.

6.3 **2025 Woodend-Sefton Community Board's Meeting Schedule – K Rabe (Governance Advisor)**

K Rabe noted the February and April meetings would be held on a Tuesday due to the venues being unavailable on a Monday nights.

P Redmond noted he would only be available virtually on 11 February and questioned if the Sefton Hall had the technology to allow for that. B Cairns also noted he would be unable to attend the February meeting. K Rabe noted the Sefton Hall did not have the ability to allow for virtual meetings. K Rabe agreed to investigate the ability to provide the ability for virtual attendance for members.

Moved: M Paterson                      Seconded: B Cairns

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

- (a) **Receives** report No. 240906152165.
- (b) **Resolves** to hold Community Board meetings, the following dates and locations, commencing at 5.30pm on the second Mondays of the month:

11 February 2025 (Tuesday)	Sefton Public Hall
10 March 2025	Woodend Community Centre
15 April 2025 (Tuesday)	Waikuku Beach Community Hall
12 May 2025	Woodend Community Centre
9 June 2025	Woodend Community Centre
14 July 2025	Woodend Community Centre
11 August 2025	Woodend Community Centre

8 September 2025

Woodend Community Centre

**CARRIED****7 CORRESPONDENCE**

Nil.

**8 CHAIRPERSON'S REPORT****8.1 Chairpersons Report for September 2024**

Met with Council staff and James Ensor to look at dates for Surf Life Saving coverage at Pegasus Beach and had identified the time between 28 December 2024 to 26 January 2025 as the optimum period.

There had been concerns regarding late night door knocking/kicking raised at the Ravenswood Community Cuppa. The Community Sargent present was unaware of this happening and therefore people would be encouraged to report any further occurrences.

The North Canterbury Inclusive Sports Festival, which had again been a resounding success, had been nominated for Sports Event of the Year at the Mainpower Sports Awards.

Moved: S Powell                      Seconded: I Fong

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

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 241007171979).

**CARRIED****9 MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 September 2024.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 11 September 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 September 2024.
- 9.4. Submission on the Draft Setting of Speed Limits Rule 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.5. Submission on Making it Easier to Build Granny Flats – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.6. Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.7. Environment Canterbury Representation Review – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.8. Review of the Briefing and Workshop Policy – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.9. Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.10. Annual Report on Dog Control 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.11. Annual Report to the Alcohol Regulatory and Licensing Authority 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.12. Libraries Update to 5 September 2024 – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

9.13. Aquatics September 2024 Report – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

Moved: R Mather

Seconded: C Bairns

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

(a) **Receives** the information in Items 9.1 to 9.13.

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

### **B Cairns**

- Attended the Woodend School Fair – well organised and well attended.
- Parking Enquiry by Design – reviewed Kaiapoi and Rangiora parking. The need for change was in Rangiora at this stage.
- Attended Youth Council meeting – wonderful group of young people, who spoke about what they had achieved with their river clean ups.
- Attended Food Secure North Canterbury Meeting – lower volume of food coming from supermarkets, however supplies would be supplemented from the likes of Oxford Lions and Woodend Lions would also be helping.
- North Canterbury Neighbourhood Support – database provider was doing a large upgrade which would be of benefit to users.
- Darnley Club Annual General Meeting – a wonderful group dedicated to caring for the elderly daily.
- Attended the Kaiapoi Garden Club – had recently planted Ash Trees in front of Kaiapoi Fire Brigade.
- Attended Waimakariri Access Group Meeting – would be making a submission on Environment Canterbury Public Transport Plan. Were hoping to have Aspire attend an upcoming meeting with gadgets to make daily life easier for those with disabilities.
- Attended and donated a number of trees for the residents of Silverstream to plant along the river.
- Attended Down by the Rivers latest event which combined art and music at Eyreton Hall.
- Attended Rangiora Museum Meeting – Council was to employ a consultant that could help with storage.
- Attended Waiora Links event where Liz from Death Café spoke.
- Attended Big Brother Big Sisters fundraising event – was wonderfully run and made certain that everyone who attended donated.
- Attended an Enterprise North Canterbury and Ministry of Social Development (MSD) hosted event regarding employment. MSD was promoted as a vulnerable resource when it came to assisting employers and employees to connect and provide funding.
- Attended Springston Trophy – huge event with riders and supporters from all over the South Island. Was a great event for the district.
- Attended Community Networking meeting – Woodend looked like it would get a satellite doctors surgery. There were still emerging issues with people accessing health care and a lack of doctors. Higher levels of training for some nurses would fill the gaps.
- Budgeting services were under pressure with people coming to them with rent arrears, mortgage arrears and a number suffering under pressure from secondary loan providers.
- Citizens Advice Bureau had provided advice about legal and Government 119 times. Consumer related 666 times and family related 41 times in the last month.
- Oranga Tamariki had nationally lost 600 staff, locally they housed children from seven to 18 years. they were always looking for carers.

- Attended Repurpose Pals workshop – was a new business wanting to reduce waste to landfill.
- Attended North Canterbury Inclusive Sports Festival helping to take photos.
- Attended Batter Women's Trust fundraising event with his wife – the police in Canterbury received on average 37 calls per day from women needing to leave their homes.

### **R Mather**

- Attended Cuppa in the Communi-tea – morning tea for residents of Woodend/Ravenswood, Pegasus and Waikuku with a guest speaker from the library. A good update was given by S Powell.
- Attended Greypower monthly meeting.
- Welcoming Communities – focus group facilitated by the Council's Community Team with contribution and discussion from a variety of community organisations and elected members.
- Waimakariri Access Group – monthly meeting with an Environment Canterbury staff member present to discuss the Regional Public Transport Plan which was currently out for consultation.
- Ronel's Community Cuppa – guest speaker was Mark Glanville from John Rhind Funeral Services.
- Woodend School Fair – very well attended and well run. A lovely day and it was great to see a local event so well supported.

### **M Paterson**

- Attended the Woodend School Fair – was very well attended and was a great event that brought the entire community together.
- Met with the Stalker Family regarding the information board for Owen Stalker Park. They only had minor changes to what was proposed.
- New date for the Woodend Community Association Annual General Meeting - would now be held on 21 October 2024.

### **P Redmond**

- The Northern Pegasus Bay Bylaw was adopted, and feedback received had been positive.
- The Ravenswood to Woodend path had been re-prioritised by Council and would be looked at through the Annual Plan process.
- Chief Executive review – Chaired by Stewart Mitchell.
- Water Zone Committee – received deputations regarding chlorination.
- Property Portfolio Working Group.
- Hom. Mark Mitchel, Minister of Police question and answer session.
- Speed Management Plans – new direction from Government received.
- Roading Portfolio Update.
- Coldstream Tennis Club official opening. Had ten courts. President was Lawrence Smith.
- Parking Enquiry by Design – stakeholders present at MainPower Stadium.
- Rangiora Pottery Group Exhibition opening – Art on the Quay, was very well attended.
- Council Social Club at Winnie Bagoes.
- District Licensing Committee Hearing for Rangiora RSA special license.
- LGNZ Zoom – New Zealand Security Intelligence Service, awareness needed.
- Youth Council Meeting – excellent meeting with amazing young people.
- Morning tea for Bernie Power – recognition of service (Kings Service Medal).
- Adrienne Smiths Farewell – was very well attended by staff, she would be missed with over 21 years at the Council.
- Huria Mahinga Kai Planting Day.

**I Fong**

- Woodend School Fair – excellent attendance from the community.
- Sefton Hall Committee – main discussion included the new hall gas heating the changing rooms showers currently only cold water in the changing room and public toilet hand basins. How did other Council sports changing rooms heat their water for showers was raised.
- Waikuku Beach Residents Function – event was well attended. There was some mention of transport options however was more of a community catch up.

**LGNZ Community Board Conference Report**

The LGNZ Community Board conference report was received.

**11 CONSULTATION PROJECTS****11.1 Fencing Moorcroft Reserve**

<https://letstalk.waimakariri.govt.nz/fencing-moorcroft-reserve>

Consultation closes Sunday 6 October 2024.

**11.2 Solutions to Waste**

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

**11.3 Welcoming Communities**

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

The Chair noted that currently Environment Canterbury were consulting on the Regional Public Transport Plan 2025-35 and encouraged members to submit.

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

Balance as at 30 September 2024: \$3,925.

**12.2 General Landscaping Budget**

Balance as at 30 September 2024: \$14,326.

It was noted that no workshop had been held to consider allocation of this year's Landscape budget and K Rabe noted that staff would be at the November 2024 meeting to discuss this with members.

**13 MEDIA ITEMS****14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 11 November 2024 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.16PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop – (6.17pm to 6.39pm)**

- *Animal Control Bylaw – Nadeesha Thenuwara (Policy Analyst) and Billy Charlton (Environmental Services Manager) – 15 minutes*
  - *Members Forum*
- The Board agreed to hold its end of year function on Thursday 23 January 2025 at the Sunshine Café and Moonlight Bar in Pegasus.

**NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD WORKSHOP HELD ON MONDAY 14 OCTOBER 2024 AT 6.17PM IN MEETING ROOM 1, WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND.**

**PRESENT**

S Powell (Chairperson), M Paterson (Deputy Chairperson), I Fong, R Mather, P Redmond.

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager), N Thenuwara (Policy Analyst), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

**APOLOGIES**

Moved: S Powell

Seconded: M Paterson

**THAT** an apology for be accepted from A Thompson and an apology for early departure be accepted from B Cairns who left at 6.15pm.

**CARRIED**

**1. ANIMAL CONTROL BYLAW - N Thenuwara (Policy Analyst) and B Charlton (Environmental Services Manager)**

Trim Ref: 241011176291

Key points:

- Council staff did not currently have a bylaw to manage animal complaints not relating to dogs.
- Staff felt issues relating to cats could be dealt with through education and no bylaw was necessary.
- Staff felt a bylaw was necessary to deal with noise from animals and the keeping of animals in residential zones.

Questions/Issues:

- *More consultation with the community was needed.*
- *Did surrounding Territorial Authorities (TA's) have similar bylaws?*  
Yes, most surrounding TA's had bylaws relating to roosters and livestock being kept in residential areas.
- *Could the Board provide feedback after having time to consider the issue?*  
Yes, they could email further feedback to staff.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 6.39PM.



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

**FILE NO and TRIM NO:** 241031189626

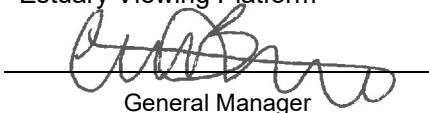
**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD


**DATE OF MEETING:** Monday 11<sup>th</sup> November 2024

**AUTHOR(S):** Mike Kwant, Senior Ranger Biodiversity, Greenspace

**SUBJECT:** Gift from Ashley Rakahuri Rivercare Group of proposed Ashley Rakahuri Estuary Viewing Platform

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to seek the approval from the Woodend-Sefton Community Board for the Ashley Rakahuri Rivercare Group's (ARRG) proposal to install a viewing platform adjacent to the Ashley Rakahuri Estuary carpark overlooking the estuary. The ARRG intend this to be a gift to the community via Waimakariri District Council.
- 1.2. Greenspace has recently installed two viewing platforms at Waikuku Beach and Pegasus Beach, both with great feedback from the wider community. The viewing platform proposed by the ARRG would add another point alongside a water body that will bring people closer to nature which is one of the main pillars of the Natural Environment Strategy (NES) and the aspirations of the Northern Pegasus Bay Bylaw (NPBB).
- 1.3. Ownership of the platform and ongoing maintenance and depreciation would be transferred to the Waimakariri District Council if the recommendations of this report are approved. The ARRG wants to create a public asset, however it does not have the financial or administrative means to depreciate or own the asset once it is constructed. Hence the desire to offer this to Council so the ongoing maintenance and costs would not fall to the ARRG.
- 1.4. The ARRG was bequeathed finance which the group have decided to allocate to the installation of this structure. This is to further enhance the public enjoyment of the estuary as well as raise public awareness of the estuary's significant wildlife values. The draft design plans have been completed for the platform and there will be an upgrade of the access to ensure its full accessibility. The ARRG also intend to install interpretation signage to enable visitors to identify the variety of bird species found in the estuary. The platform installation is subject to gaining a resource consent from the Waimakariri District Council and Board approval is sought for design and placement prior to lodging this application.
- 1.5. The viewing platforms at both Waikuku and Pegasus Beaches have received significant usage as another mechanism for people to connect with nature or the coastal areas within our district.

**Attachments:**

- i. Platform design drawings TRIM 241031189658 and inserted into this report.

## 2. RECOMMENDATION

**THAT** the Woodend Sefton Community Board recommends:

- (a) **Receives** Report No. 241031189626.

AND

**THAT** the Woodend Sefton Community Board recommends:

**THAT** the Council:

- (b) **Approves** – The construction of an accessible viewing platform as per attached design and proposed location adjacent to the Ashley Rakahuri Estuary car park.
- (c) **Approves** Greenspace, on behalf of the Council, taking ownership of this asset as a gift from the Ashley Rakahuri River Care Group.
- (d) **Notes** that Council staff will support the Ashley Rakahuri Rivercare Group through the design, consenting and construction phases of the project.
- (e) **Notes** that the value of the asset is estimated at \$30,000 to be depreciated over a 50 year period. This will have a minor impact on rates.

## 3. BACKGROUND

- 3.1. The Ashley-Rakahuri estuary area is recognised by the International Union for the Conservation of Nature (IUCN) as a wetland of international significance, and it is designated as an 'important bird area' by Birdlife International. The wetlands are the feeding, roosting and breeding grounds of a large number of native birds, including some threatened and critically endangered species such as the black-billed gull, the black-fronted tern, banded dotterel and wrybill. The area is also listed in the Regional Coastal Plan as having 'significant natural value' with Maori cultural values, wetlands, estuaries, coastal lagoons, marine mammals, birds, ecosystems, flora and fauna habitats, historic places and coastal landforms and associated processes.
- 3.2. As a partnership project, ARRG will cover the cost of construction with funds bequeathed by the Annie Currie Legacy Fund and volunteer hours. Waimakariri District Council will contribute by managing consenting process and paying associated fees. The upgrade of path access will also be managed and funded by Waimakariri District Council. The platform will then be gifted to the Waimakariri District Council on behalf of the community and will be responsible for structure maintenance and will depreciate it for its replacement at the end of its expected life span.
- 3.3. The ARRG was established in 1999 working with various organisations, community and user groups to reverse the decline in numbers of the unique birds that breed on the river. The Waimakariri District Council works closely with the ARRG including in its membership on the Northern Pegasus Bay Advisory Group (NPBAG). This group is tasked with ensuring the successful implementation of the Northern Pegasus Bay Bylaw (NPBB). One of the key aspirations of the NPBB is the promotion and protection of the environmental values of the Ashley Rakahuri Estuary and river and the Waimakariri District Council supports the ARRG in the highly valued work it is undertaking.

The ARRG and Council have the shared aspirations as included in the NPBB include educating the community of the values of the estuary and the enhancement of estuary accessibility for visitors to the Waimakariri District coastal areas. The NPBB Implementation Plan (NPBBIP 2017) includes the following action items which the platform and future associated signage will help achieve:

## Education

***“Develop interpretation sign/s highlighting the significant wildlife and other values of the Ashley-Rakahuri Estuary in consultation with other relevant parties and place in key locations.”***

## Accessibility

***“Identify opportunities for new structures, including park furniture, that will assist with Bylaw enforcement, direct people to destination points and enhance users park experience, for example, a viewing platform for people with mobility issues.”***

The recent review of the NPBB highlighted the aspiration to further enhance public awareness of the Ashley Rakahuri Estuary’s significant environmental values. The draft NPBB had proposed to prohibit dogs from the Ashley Rakahuri Estuary spit. This was moderated with dogs continuing to be prohibited from the estuary but being permitted on the seaward side of the spit only if kept on a lead. This was seen as an acceptable compromise with additional future efforts in educating the community in the estuary values. Hence, the critical need to control dogs to minimise bird disturbance especially during breeding season. **This proposed platform and interpretative signage is a key method for achieving this goal.**

- 3.4. Public enjoyment – the ability for visitors arriving by car to drive into the car park and stroll along a short well-formed path to this platform adds significant value to the public enjoyment of this space. Whether partaking in active recreational use of the area or a local community member out for a short walk the platform provides another way in which the estuary can be visited, viewed and enjoyed. The recently installed platforms at Waikuku and Pegasus Beaches have received significant positive comment from visitors and are being well used and enjoyed. This would suggest a similar development on this site will also be very popular.
- 3.5. Design – The platform design is similar to that of the two platforms recently installed at Waikuku and Pegasus Beaches (See Figures 2, 3 & 4).
- 3.6. Budget - the ARRГ will fund the construction of the platform combining these funds with a significant component of voluntary labour from ARRГ members. The Waimakariri District Council will assist with the consenting process and fees as well as access path.
- 3.7. In preparation for the proposed installation of the viewing platform the site was investigated and the design plans developed for the installation of the viewing platform specifically suited to this location. Additional to this, the access path to the platform will be upgraded to ensure its suitability for wheelchairs. This will require modification of the bollards from the car park and the upgrade of the existing informal path from the car park to the platform.
- 3.8. Ashley Rakahuri Estuary platform concept plan will be presented to the Waimakariri District Council Access Group in November 2024. The previous beach platform designs were also consulted with this group and designs considered feedback received:
  - Deck handrail - view shafts enabled.
  - Deck surface – rough sawn wide boards.
  - Seating options – arm rest/hand grips.
  - Boardwalk and deck edge – edge barrier and non-slip coloured strip.
  - Paths – slopes suitable for wheelchairs.

- 3.9. Estuary margin plantings – as part of the platform installation plantings of native estuarine plant species will be carried out which will minimise the landscape impact and provide a transition from the natural estuary environment to the built infrastructure of the estuary car park reserve.
- 3.10. Construction Dates – commencement of the construction is awaiting approval from the WSCB and resource consent. Construction will follow at the earliest of February 2025 with a project length of approximately 4 weeks.



Figure 1: Proposed viewing platform location



Figure 2: Artist's impression of the installed platform

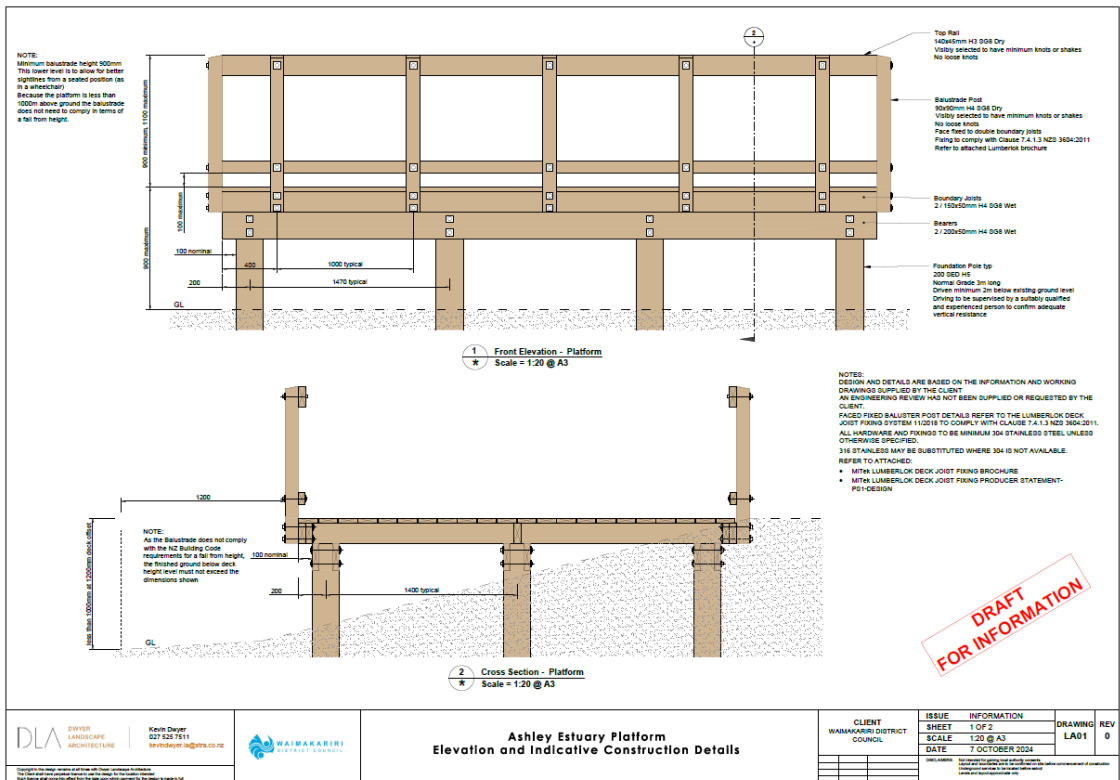


Figure 3: Platform elevation design drawings

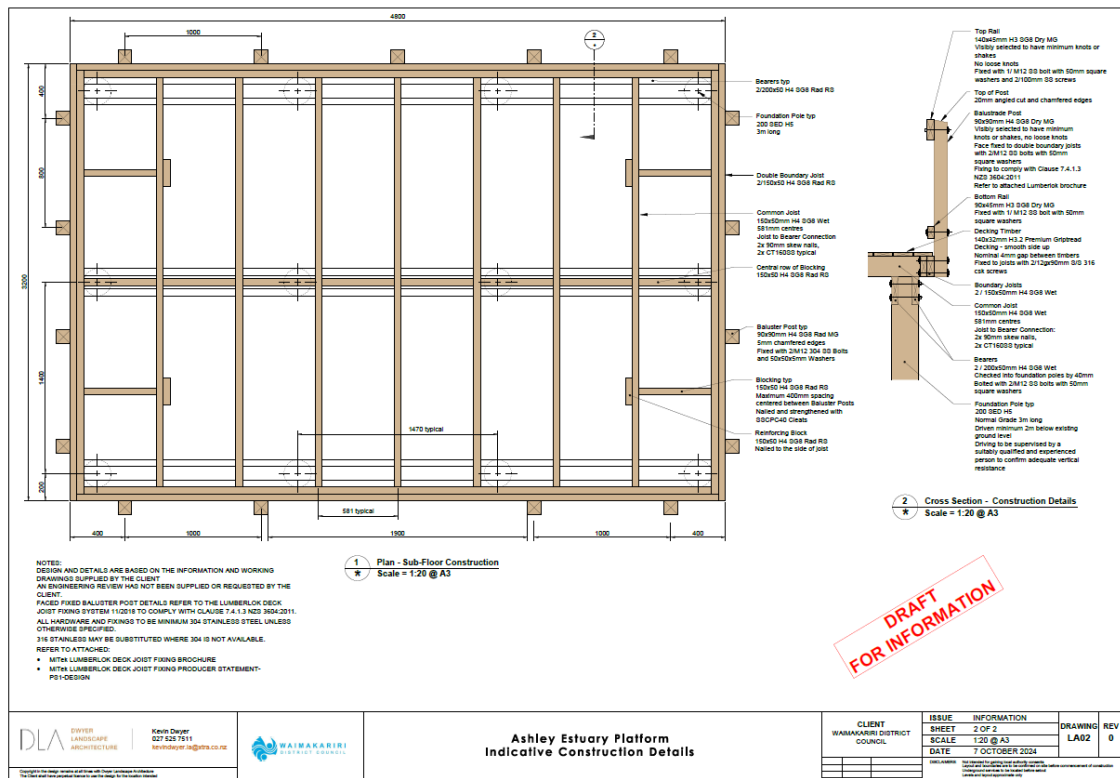


Figure 4: Platform construction details

- 3.11. This section describes the project details and should be read in conjunction with the attached plans (Figures 1 – 4).
- Platform – located with height and aspect to maximise views. Balustrades and handrails are included for safety and viewing openings are included below handrails.
  - Paths – path width, gradient and surface suitable for wheelchair access.
  - Existing wheelchair access car parks have been marked and clear, unobstructed access from the sealed surface to the existing path will be extended to the platform.
  - Ground modification – only minor with piles to be driven.
  - Planting native salt marsh plants to enhance site biodiversity and landscape values.
  - Signage – to raise public awareness of the dynamic nature of the coastal environment and of natural dune formation and native plants ARRГ will consider options to develop and install signage.

#### **4. ISSUES AND OPTIONS**

There are three main options available for consideration.

**4.1 Option one** (staff recommendation) - Council accepts the gift of the constructed platform and become the asset owner. This includes responsibility for ongoing maintenance and renewal or replacement costs of the asset. The asset itself is expected to have a useful life of up to 50 years. This does have a cost to Council in regards to ongoing operational costs which are expected to be \$500 per annum. This option does respect the bequeath of the funds and the intent to support this project which would have a wider community benefit.

**4.2 Option two** - decline the offer of the asset being gifted to Council and instead lease the site to the ARRГ noting all improvements are their responsibility. This option is not favoured by the ARRГ as this leaves the liability as well as ongoing costs associated with the asset to the group. The ARRГ has no revenue sources for this kind of asset administration and would require grants or funding to be able to undertake such a role. They are also not set up to own assets. Rather this is an opportunity that has presented itself through the generosity of a member of the public in bequeathing funds for this asset to be installed.

**4.3 Option three** - decline the application in full. This would see no viewing platform constructed and therefore leave the ARRГ looking for some other way to use the funds or they may have to return them if they cannot fulfil the expectations of what the bequeathed funds were for. This does not support outcomes in the Northern Pegasus Bay Bylaw or the actions of the Natural Environment Strategy. This option does however mean Council is not at risk of either inheriting the asset (as it could be under option two) or has the responsibility to fund its ongoing operation and eventual renewal once the asset reaches the end of its useful life.

#### **5. Implications for Community Wellbeing**

- 5.1. Implications for community wellbeing – the platform will provide yet another opportunity for visitors of all abilities to enjoy this very accessible natural environment with its beautiful views and outlook and the native wildlife found in this rich habitat.
- 5.2. The Management Team has reviewed this report and support the recommendations.

## 6. **COMMUNITY VIEWS**

### 6.1. **Mana whenua**

The NPBB was jointly developed by Waimakariri District Council and Te Ngāi Tūāhuriri hapū with viewing platforms identified as an action in the Implementation Plan (NPBBIP) as a way to enhance park user experience including for those with mobility issues. The Northern Pegasus Bay Advisory Group (NPBAG) is the forum through which partners and stakeholders are overseeing the implementation of actions listed in the NPBBIP.

### 6.2. **Groups and Organisations**

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

As stated above the NPBAG is the key forum for consultation representing key stakeholders including local residents and user groups. They will continue to be kept informed of progress in the design and installation of the platform.

The ARRG are the key interest group with a significant stake in the Ashley Rakahuri Estuary and are the initiators and funders of the project. Waimakariri District Council's support of this project will continue to reinforce this valued relationship.

The structures proposed in these plans to enhance public access in the coastal environment trigger the requirement for a land use resource consent from WDC. This is due to their being located within the Natural Open Space Zone. The consent application will be lodged when approval for the platform is given by the Community Board.

The Waimakariri District Access Group will be consulted and corresponding refinements of the design plans.

#### **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

The community will be informed of the proposed development through a mix of channels including media releases, Waimakariri District Council Comms teams Facebook posts and on-site signage as considered appropriate to target the key audiences.

## 7. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 7.1. **Financial Implications**

The platform is funded primarily by the ARRG with minor funding being provided from Waimakariri District Council budgets allocated for NPBB operations and capital works. These costs are estimated to be approximately \$4,000 for resource consent and \$3,000 for path works. This is noted in the action plan of the Natural Environment Strategy so budget exists with the current Long Term Plan.

### 7.2. **Sustainability and Climate Change Impacts**

The installation of the viewing platform is proposed at a levels similar to adjacent buildings and infrastructure. The platform has positive benefits for Climate Change in that it will help to meet the actions of the Natural Environment Strategy and connect people with nature.

### 7.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report which will be managed and minimised.

Waimakariri District Council resource consent conditions will be in place to manage potential environmental impacts and accordingly works being undertaken will meet these to ensure such risks are managed appropriately.

The design plans and all construction works are required to be compliant with the NZ Building Act, the Building Code and NZS 3604.

The Council will be responsible for the ongoing operational costs of the asset.

#### 7.4. **Health and Safety**

Construction works will be undertaken within the requirements of the Health and Safety at Work Act (HASWA 2023). Platforms are designs to meet building code requirements with additional safety features to ensure safety of those visitors who are access impaired.

### 8. **CONTEXT**

#### 8.1. **Consistency with Policy**

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

#### 8.2. **Authorising Legislation**

Waimakariri District Council resource consent will be granted and Building Act, Building Code and HASWA to be complied with.

#### 8.3. **Consistency with Community Outcomes**

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

8.3.1. There are wide ranging opportunities for people to contribute to the decision making that affects our District.

- The Council makes information about its plans and activities readily available.
- The Council takes account of the views across the community including mana whenua.
- The Council makes known its views on significant proposals by others affecting the district's wellbeing.
- Opportunities for collaboration and partnerships are actively pursued.

8.3.2. The distinctive character of our tākiwa – towns, villages and rural areas is maintained.

- The centres of our towns are safe, convenient and attractive places to visit and do business.
- Our rural areas retain their amenity and character.

8.3.3. People have wide ranging opportunities for learning and being informed.

- Our people are easily able to get the information they need.

#### 8.4. **Authorising Delegations**

Per Part 3 of the WDC *Delegations Manual*, the Community Boards are responsible for considering any matters of interest or concern within their ward area.

Council has the delegation to consider the ongoing operational costs of this report.



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

**FILE NO and TRIM NO:** GOV-26-09-06 / 241024185545

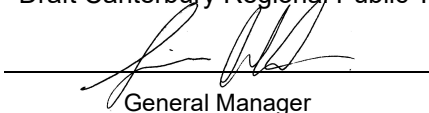
**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD


**DATE OF MEETING:** 11 November 2024

**AUTHOR(S):** Kay Rabe, Governance Adviser

**SUBJECT:** Ratification of the Woodend-Sefton Community Board's submission on the Draft Canterbury Regional Public Transport Plan

**SIGNED BY:**

  
 General Manager

  
 Chief Executive

**1 SUMMARY**

The purpose of this report is to retrospectively ratify the Woodend-Sefton Community Board's (the Board) submission to the Draft Canterbury Regional Public Transport Plan.

Attachments:

- i. Woodend-Sefton Community Board's Submission to the Draft Canterbury Regional Public Transport Plan (Trim Ref: 241024185541).

**2 RECOMMENDATION**

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

- (a) **Receives** report No. 241024185545.
- (b) **Retrospectively ratifies** its submission to Environment Canterbury (ECan) on the Draft Canterbury Regional Public Transport Plan (Trim Ref: 241024185541).

**3 BACKGROUND**

- 3.1 ECan developed a legislative document outlining its objectives and policies for delivering public transport in Canterbury. The Plan describes the services that ECan proposes to provide to meet the needs of new and existing customers and the policies by which those services will operate. It also explains how ECan will partner with regional operators and territorial authorities.
- 3.2 Public consultation was undertaken in October, with a closing date of 24 October 2024. Various drop-in sessions were held to engage the public on the plan and elicit feedback. ECan agreed to give the Board an extension of another day to allow it to submit on this topic.

**4 ISSUES AND OPTIONS**

- 4.1 After discussions with ECan staff and Councillors at the drop-in session held in Rangiora, the Chair, with the Board's support, developed a submission and circulated it to members on Wednesday, 23 October 2024, for comment. The Board unanimously accepted the submission, which was lodged on Friday, 25 October 2024.
- 4.2 The Board's goal is to actively participate in and advocate in areas that affect its community. The Board has advocated for effective and efficient public transport for its ward area for many years, especially between Waikuku, Pegasus, and Woodend. This includes using smaller buses for trips between the townships in the Waimakariri district. Therefore, the Board took the opportunity to put its concerns and suggestions before ECan's elected members again.

4.3 The Board is now requested to ratify the attached submissions retrospectively.

4.4 **Implications for Community Wellbeing:**

The issues and options that are the subject matter of this report have social and cultural implications for community well-being, given that effective public transport affects all aspects of the community.

4.5 The Management Team have reviewed this report.

## 5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.2 **Wider Community**

The wider community is likely to be affected by or have an interest in the subject matter of this report, given that effective public transport affects all aspects of the community.

## 6 **IMPLICATIONS AND RISKS**

6.1 **Financial Implications**

There are no financial implications of the decisions sought by this report.

6.2 **Sustainability and Climate Change Impacts**

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

Offering effective and efficient public transport within the district has a direct impact on sustainability and climate change, as it would encourage the populace to move away from single-occupier vehicle usage and towards public transport usage.

6.3 **Risk Management**

There are no risks arising from adopting the recommendations in this report.

6.4 **Health and Safety**

There are no health and safety-related issues from adopting the recommendations in this report.

## 7 **CONTEXT**

7.1 **Consistency with Policy**

These matters are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2 **Authorising Legislation**

The Local Government Act (2002) states that a Community Board should represent and advocate for the interests of its community.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

The Board is required to advocate on behalf of the community to the Council on key issues and priorities for the community area.

24 October 2024

To: Environment Canterbury

Subject: Draft Canterbury Regional Public Transport Plan

From: Woodend-Sefton Community Board  
Shona Powell, Chairperson

Contact: Kay Rabe, Governance Adviser com.board@wmk.govt.nz  
C/- Waimakariri District Council, Private Bag 1005, Rangiora 7440.

The Woodend-Sefton Community Board thank you for the opportunity to comment on the Draft Canterbury Regional Public Transport Plan. The Board would like to acknowledge and thank the Environment Canterbury (ECan) Community Engagement Advisor and Councillors for North Canterbury attending a community drop in in Rangiora during the engagement period.

#### Importance of the Waimakariri Bus Service

A key point for the bus service in Waimakariri, particularly when compared to Christchurch, is that private vehicle is the only other viable option at present. Taxis and rideshare services are not easily accessed in the District, in terms of availability and often cost. The Board believes that there needs to be more emphasis put on the social needs fulfilled by providing a bus service, not just the economics.

#### Lack of suitable intra district travel by public transport

The Woodend and Pegasus townships have seen high growth. The population increase and growth of more employment and retail options within Waimakariri District means that travel needs have changed. There is demand for intra district travel options.

We note that the 97 bus route between Pegasus and Rangiora has a low fare box recovery and may be at risk. This service came out of the last Waimakariri Bus Service Review in 2019. Unfortunately, at the same time the route within Pegasus was shortened to only run to Pegasus Main Street instead of along Lakeside Drive and into Tiritiri Moana Drive. This has meant that at a time when the housing at the north end of Pegasus was being built the route was shortened and has resulted in a walk of 20-25 minutes for many residents to the bus stop. Given that the bus only runs hourly at non-peak times it means leaving even earlier to ensure they don't miss the bus as it is a long wait until the next one. It is only a short run to Rangiora but often a long wait for the return journey and then a long walk home.

For Woodend and Ravenswood residents it is also a long walk to the bus stop as the route doesn't take in Ravenswood or the southern end of Woodend.

This resulted in a service that is not a realistic option for those that have access to a private vehicle. For these reasons the Board did tell staff in 2019 that the new 97 route was being set up to fail.

Instead of the 97 route the Board's recommendation back in 2019 and raised since then with ECan at annual and long-term plan times has been a circular route with two buses going in opposite directions between Silverstream-Kaiapoi-Woodend- Ravenswood-Pegasus-Rangiora. From a practical point of view the idea of a circular route using two buses is much more useful to a much higher number of residents and lets them travel easily to where they want to go. For example, Silverstream and Sovereign Palm residents in Kaiapoi at the moment have to travel to central Kaiapoi first if they want to use public transport to get to Rangiora. A trial of this service would be a good first step with the hope that it might be extended to other areas in the future e.g. Waikuku Beach, Cust, Tuahiwi.

#### Park and Ride Commuter Service

The Board would also like to see plans advanced for a Park and Ride direct commuter service from Ravenswood/Woodend to give a real public transport option to residents from Woodend, Pegasus, Waikuku and Hurunui.

#### Vision

The revised vision in the draft plan is "that public transport is the mode of choice for more people and provides a safe, frequent, seamless, low emission transport option." And "to realise the benefits of public transport we need to provide a service that is an attractive and everyday travel choice. High quality public transport services are reliable, frequent, fast, comfortable, accessible, convenient, affordable, and safe, and serve routes for which there is demand."

We support this vision but question how non express routes which take up to 70 minutes to travel between Waimakariri and Christchurch can be the mode of choice for more people. If people have a private vehicle the same trip only takes 20-25 minutes with no long walk to a bus stop and no long wait for the next bus with a service that only runs hourly from Woodend and Pegasus.

Thank you once again for the opportunity to comment.



Shona Powell  
Chair  
Woodend-Sefton Community Board

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

**FILE NO and TRIM NO:** GOV-26-09-06 / 241014177347


**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD

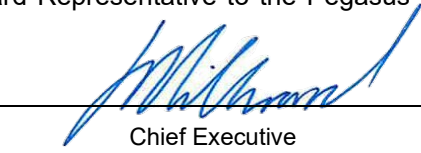
**DATE OF MEETING:** 11 November 2024

**FROM:** Kay Rabe, Governance Adviser

**SUBJECT:** Change to the Appointment of the Board Representative to the Pegasus Residents Group

**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 changing the Board's representative to the Pegasus Residents Group (PRG). After carrying out this role for the past two years, the Board's representative, Ian Fong, has work commitments that preclude him from attending PRG meetings regularly and has offered to step down.

**2. RECOMMENDATION**

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

- (a) **Receives** report No. 241014177347.
- (b) **Revokes** the appointment of I Fong as the Board's representative and liaison person to the Pegasus Residents' Group.
- (c) **Approves** the appointment of Board Member ..... as the Board representative and liaison person to the Pegasus Residents Group until the end of the term in September 2025.
- (d) **Thanks**, I Fong, for his work over the past two years as the Board's representative to the Pegasus Residents' Group.

**3. BACKGROUND**

- 3.1 Due to recent work commitments, I Fong has missed consecutive meetings of the Pegasus Residents Group. This prompted correspondence from the President of the Group suggesting that the Board should consider appointing a new Board representative for the remainder of the 2022/25 term. I Fong is prepared to continue to be the Board's representative; however, he acknowledges that there may be meetings he cannot attend.

**4. ISSUES AND OPTIONS**

- 4.1 PRG has a long association with the Board and Council. The Board member appointed as the Board's representative will be expected to act as a liaison between the PRG and the Board. The Board representative will, therefore, be expected to attend PRG meetings and other functions to convey matters that may interest the group, such as Annual Plan consultations and possible discretionary funding. The Board representative will also be expected to report back to the Board on the activities and concerns of the PRG.

- 4.2 The Board representative will not be considered an executive member of the PRG and will not have voting rights at their meetings.
- 4.3 It has come to the Chairperson's attention that the President of the Pegasus Residents Group contacted a Board member requesting that he take over the role of the Board's representative. However, the Board has the prerogative to appoint representatives to outside Committees, Advisory Groups, and organisations.
- 4.4 There are 10 months before the end of the term, with the Board's last meeting in September 2025. Given that less than a year remains until the end of the term, the Board may choose not to change its representative at this time.
- 4.5 Implications for Community Wellbeing  
The issues and options that are the subject matter of this report have no implications for community well-being; however, having a Board representative on the PRG will assist with the ongoing relationship between the Board and the PRG.
- 4.6 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 affected by or have an interest in the subject matter of this report.

### 5.2. **Groups and Organisations**

The Pegasus Residents Group are the primary group affected. There are no other groups and organisations likely to be affected by or to have an interest in the subject matter of this report.

### 5.3. **Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report.

## 6. **IMPLICATIONS AND RISKS**

### 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**

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

## 7. **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Legislation is not applicable but has been delegated from Council Delegation SD-M1041.

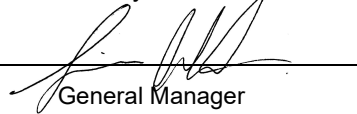
### 7.3 **Consistency with Community Outcomes**

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

7.3.2. Creating a strong sense of community.

### 7.4 **Authorising Delegations**

Council Delegation SD-M1041.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 241002169201**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 11 November 2024**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1 SUMMARY**

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Waiora Links Community Trust	Towards entertainment at a community family event	\$750	The application complies.
<b>Total:</b>		<b>\$750</b>	

Attachments:

- i. Application from the Waiora Links Community Trust (Trim Ref: 241001169022).
- ii. Spreadsheet showing previous two years' grants.
- iii. Draft Board Discretionary Grant Funding Criteria for the 2024/25 financial year.

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

- (a) **Receives** report No. 241002169201.
- (b) **Approves** a grant of \$.....to the Waiora Links Community Trust towards entertainment at a community family event to be held in January 2025.

**OR**

- (c) **Declines** the application from the Waiora Links Community Trust.

**3 BACKGROUND**3.1 The **Waiora Links Community Trust** seeks funding to provide entertainment at a community family event at Pegasus Lake in January 2025.

3.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$3,925.



## 4 **ISSUES AND OPTIONS**

### ***Waiora Links Community Trust (the Trust)***

#### 4.1 Information provided by the Trust:

- 4.1.1 The Trust focuses on facilitating, promoting and creating opportunities to encourage and enhance residents' sense of belonging to improve their well-being. The Trust works to link residents of Woodend, Pegasus and Waikuku with their communities and provides information on the different communities' services.
- 4.1.2 The Trust is working with the Canterbury Vintage Car Club and the Pegasus Radio Sailing Club to host a Community Picnic Day on 5 January 2025. This is the second time the event will be hosted at Pegasus Lake. The 2023 event was so popular that the event organisers were requested to consider making it an annual event. In doing so, the organisers would like to enhance the event by providing entertainment such as bouncy castles, face painting, refreshments, and more portable toilet facilities.
- 4.1.3 The aim is for this event to be free for the community, most of which is expected to be from the Woodend-Sefton area, with some visitors travelling in from further afield. The event aims to showcase the region and to encourage a positive perspective about Lake Pegasus and how it can be used for non-contact recreation. The organisers will also be working with the Menzshed, the Pegasus Lions and community members to encourage people to meet and work together for the good of the community. The event will also allow people to try to radio control sailing and possibly boost member numbers for the sailing club.
- 4.1.4 The Trust is seeking funding to assist with the cost of entertainment and to provide soft drinks and ice cream. If any funds are left from these activities, they are proposed to be used to assist with the cost of providing extra Portaloo facilities. The event will be advertised via community Facebook pages, Compass FM, and co-host media forums.

#### 4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant criteria as it is from a local non-profit organisation. Seven hundred and fifty dollars is the maximum the Board will allocate at one time. The event will be open to Woodend, Pegasus, and Waikuku communities, meaning there will be significant community benefits from bringing people together.
- 4.2.2 The event will proceed if the application is declined; however, the Trust will not be involved, and the event will, therefore, only be for the members of the various clubs. Also, there will be no extras such as food vendors, a busker, or entertainment for children. Therefore, without assistance from the Board, there will not be sufficient resources to make this a fun-filled, family-free event.
- 4.2.3 The Trust has sought no other funding for the event, and this will be the first time it has applied to the Board for funding.
- 4.3 The Board may approve or decline grants as per the grant guidelines.
- 4.4 **Implications for Community Wellbeing:**  
There are social and cultural implications, as this event will provide the community with a day out to enjoy family time and socialise with others, decreasing feelings of isolation and improving a sense of wellbeing.
- 4.5 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$3,925. If the applications are granted, the Board will have \$3,175 left for the remainder of the financial year.
- 4.6 The Management Team has reviewed this report.

## 5 **COMMUNITY VIEWS**

### 5.1 **Mana Whenua**

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

### 5.2 **Groups and Organisations**

Other groups and organisations are likely to be affected by or have an interest in this report's subject matter, given that several established groups will be working together to achieve the required outcomes of this event.

### 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 \$6,830 for the Woodend-Sefton Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund is \$3,925. If the application is approved, the Board will have \$3,175 left for the remaining seven months of the financial year.

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

### 6.2 **Sustainability and Climate Change Impacts**

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

### 6.3 **Risk Management**

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

### 6.4 **Health and Safety**

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

## 7. **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Not applicable.

### 7.3 **Consistency with Community Outcomes**

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

### 7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

## What happens now?

35

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

## What happens next?

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

## Groups applying for Board Discretionary Grants 2024/2025

Name of group: \_\_\_\_\_

Address: \_\_\_\_\_

Contact person within organisation: \_\_\_\_\_

Position within organisation: \_\_\_\_\_

Contact phone number: \_\_\_\_\_ Email: \_\_\_\_\_

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

What is the timeframe of the project/event date? \_\_\_\_\_

Overall cost of project/event: \_\_\_\_\_ Amount requested: \_\_\_\_\_

How many people will directly benefit from this project? \_\_\_\_\_

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

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

Preschool      School/youth      Adults      Whole community/ward

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

Oxford-Ohoka \_\_\_\_\_%      Rangiora-Ashley \_\_\_\_\_%      Woodend-Sefton \_\_\_\_\_%      Kaiapoi-Tuahiwi \_\_\_\_\_%

Other (please specify): \_\_\_\_\_

What is the benefit(s) to your organisation?

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

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

If yes, name of parent group: \_\_\_\_\_

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

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

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

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

If yes, please supply details:

If this application is declined, will this event/project still occur? <sup>37</sup> Yes No

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

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

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

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

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

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

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

Signed:  \_\_\_\_\_

Date: \_\_\_\_\_

**Waiora Links Community Trust**  
**Schedule of Expenses**  
**For the Year Ended 31st March 2024**



<b>2023</b>		<b>2024</b>	
\$		\$	\$
	<b>Working Expenses</b>		
-	Courses	140	
193	Events	299	
15	Memberships	20	
54	Miscellaneous Expenses	13	
<u>153</u>	Hall Hire	<u>160</u>	
<u>415</u>	<b>Total Working Expenses</b>		<u>632</u>
<u><u>415</u></u>	<b>Total Expenses</b>		<u><u>632</u></u>

*These Financial Statements have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements.*

**Waiora Links Community Trust**  
**Statement of Profit and Loss**  
**For the Year Ended 31st March 2024**



2023		2024
\$		\$
	<b>SUNDRY INCOME</b>	
1,763	Donations	1,500
<u>1,763</u>	<b>TOTAL INCOME</b>	<u>1,500</u>
	<b>EXPENSES</b>	
415	Working Expenses	632
<u>1,348</u>	<b>Net Profit Before Non-Cash Adjustments</b>	<u>868</u>
<u>1,348</u>	<b>Net Business Surplus (Deficit)</b>	<u>868</u>
<u>1,348</u>	<b>NET TAXABLE INCOME (LOSS)</b>	<u>868</u>
<u>1,348</u>		<u>868</u>
<u>1,348</u>	<b>NET SURPLUS (DEFICIT)</b>	<u>868</u>

*These Financial Statements have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements.*

# Waiora Links Community Trust

## Balance Sheet

### As at 31st March 2024



2023		2024	
\$		\$	\$
	<b>Current Assets</b>		
<u>1,348</u>	Kiwibank 00 Account		<u>2,217</u>
<u>1,348</u>	<b>TOTAL ASSETS</b>		<u>2,217</u>
<hr/>		<hr/>	
<u>-</u>	<b>TOTAL LIABILITIES</b>		<u>-</u>
<u>1,348</u>	<b>NET ASSETS</b>		<u>2,217</u>

----- Trustee ----- Trustee

----- Trustee ----- Trustee

----- Trustee

Date -----

*These Financial Statements have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements.  
Date Issued: 4 Oct 2024*



**Waiora Links Community Trust**  
**Statement of Movements in Equity**  
**For the Year Ended 31st March 2024**



<u>2023</u>		<u>2024</u>	
\$		\$	\$
<b>EQUITY ACCOUNT</b>			
	<b>Trustees Income Account</b>		
-	Opening Balance	1,348	
<u>1,348</u>	Trustees Income (Loss)	<u>868</u>	
1,348			2,216
<u><u>1,348</u></u>	<b>TOTAL EQUITY</b>		<u><u>2,216</u></u>

*These Financial Statements have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements..*

# Your statement Tō pūrongo pūtea

42

Kiwi  
bank.

Kiwibank Limited, Private Bag 39888, Wellington 5045, New Zealand Kiwibank.co.nz Phone: 0800 113 355

WAIORA LINKS COMMUNITY TRUST

Statement number 10

## Account balance(s) as at 31 August 2024

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
WAIORA LINKS COMMUNITY TRUST	[REDACTED]	\$4,951.28

**Account Name:** WAIORA LINKS COMMUNITY TRUST

**Statement Period:** 01 August 2024 to 31 August 2024

<b>Date</b>	<b>Transaction</b>	<b>Withdrawals</b>	<b>Deposits</b>	<b>Balance</b>
01 Aug	Opening Account Balance...			\$4,970.03
01 Aug	PAY WAIMAKARIRI COUNCIL - RATES	\$18.75		\$4,951.28
01 Aug	Waimak Dist jul hall hir cuppa			
<b>31 Aug</b>	<b>Closing Account Balance...</b>			<b>\$4,951.28</b>

Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for  
the 2024/25 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Woodend-Sefton Community Board 10.138.100.2410			(2024/25) \$6,830				\$6,830
	8-Jul	Woodend Spring Flower Show	Towards hall hire and insurance costs		\$1,000	\$500	\$6,330
	8-Jul	North Canterbury Pony Club	Towards cost of St John's services	4-Jan-00	\$500	\$200	\$6,130
	8-Jul	Hope Trust	Towards a projector and screen	31-Oct-20	\$705	\$705	\$5,425
	12-Aug	Oxford Community Trust	towards catering costs for Day Out event		\$750	Declined	\$5,425
	9-Sep	Sefton Netball Club	towards purchase of equipment		\$500	\$500	\$4,925
	9-Sep	Woodend Fire Brigade	Christmas Light Display		\$500	\$500	\$4,425
	9-Sep	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$500	\$500	\$3,925
	11-Nov	Waiora Links Community Trust	Entertainment for family event		\$750		

Spreadsheet Showing Woodend-Sefton Community Board Discretionary Grant for  
the 2023/24 Financial Year

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

Woodend-Sefton  
Community Board  
10.138.100.2410

## GOVERNANCE

# Woodend-Sefton Community Board Discretionary Grant Application

### Information to assist groups with their application

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

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

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

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

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

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

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

**WAIMAKARIRI DISTRICT COUNCIL****MEMO****FILE NO AND TRIM NO: Gov-26-09-06 / 241031189747****DATE: 31/10/2024****MEMO TO: Woodend – Sefton Community Board****FROM: Julie Mason****SUBJECT: General Landscaping Budget – Project considerations**

---

The intention of this memo is to provide the Board with an update on the Woodend – Sefton Community Board General Landscaping Projects which have recently been completed, projects currently in progress and/or nearing completion and seek information on ideas for projects for this financial year.

**The projects which have recently been completed are:**

- Bench seats for Bob Robertson Drive (four installed)
- The accessible pathway to Gladstone Dog Park
- Trees with tree guards in Gladstone Dog Park (seven planted)

**Projects which are currently in Progress are:**

- **Owen Stalker Park Information Board and Train Game.**  
This sign is in its final design phase and is currently being reviewed against our Council branding guidelines and specifications. This has resulted in the layout of the original sign needing to be amended to ensure it adheres to these standards. Staff are meeting with the communications team to finalise the design in the next week. Once complete it will go to the signwriter to manufacture and install. This process is estimated to be approximately 4 - 6 weeks and we are confident this will be installed before the Christmas break.
- **Welcome to Woodend and Welcome to Woodend Beach Signs.**  
The Runanga have expressed an interest in these signs and have now nominated a representative who is prioritizing this project with staff meeting with them in the coming week. We are hoping for the design to be progressed from this point and will update the Board as part of your general landscaping report going in the December meeting.

**Future projects and considerations**

- **Gladstone Dog Park**  
In September a Let's Talk campaign was undertaken for community feedback which received a total of 24 responses. A report with the results of this feedback will be provided to the December meeting along with information about any other projects identified by the board for consideration.
  - **Other Project Ideas.**  
Staff are aware that Board members may have other ideas for projects which the General Landscaping Budget could be spent on. Staff invite Board members to please email any ideas to Julie Mason within the coming week prior to the Board Meeting. Julie
-



will then collate these and provide a list to the Board for discussion during the Board's November meeting regarding which projects the Board would like staff to include within the report for allocation. This report will include information regarding these ideas as well as the results of the Gladstone Dog Park consultation so that the Board can make a decision on budget allocation considering all projects at the one time.

Ideas can be sent to Julie using the email address: [Julie.Mason@wmk.govt.nz](mailto:Julie.Mason@wmk.govt.nz)

Our Ref: LTC-03-20-04/240216022707

5 November 2024

Ms S Powell  
Chairperson  
Woodend-Sefton Community Board  
Waimakariri District Council  
Private Bag 1005  
Rangiora 7440  
via email: [com.board@wmk.govt.nz](mailto:com.board@wmk.govt.nz)

Dear Shona

## **LONG TERM PLAN 2024-2034**

Thank you for taking the time to submit on the Council's Long Term Plan.

Council adopted the Long Term Plan on 25 June. Over 330 residents submitted on the draft plan and Council considered submissions during deliberations in May.

The first cut of the Draft LTP proposed an initial increase of 19%. Like many businesses and households, the Council has been experiencing significant inflationary movements - specifically in construction costs, labour market increases, and revaluation of community assets, with some costs moving as much as 150% over the last few years.

The Council revised its non-essential works by going through budget items line-by-line. As a result, we have deferred \$120m of non-essential works to outer years such as the extension of the Library and the Eastern Link Road to bring the rates increase down further.

Where we have landed is with an increase of 9.39% which is just 0.45% higher than planned due to a big unforeseen increase in insurance costs.

At 9.39%, Waimakariri's rates increase is one of the lowest in the country and the lowest in the greater Christchurch area. The Local Government average rate increase this coming year is 16%.

The LTP balances affordability for residents while delivering on the services and infrastructure that makes Waimakariri a great place to live – for residents now and in the future. This letter is a follow up to the one you received from us earlier and aims to specifically address your points of submission. For ease of reference, your order of topic has been retained.

## **PROJECTS IDENTIFIED IN THE DRAFT LONG TERM PLAN**

### **1. How we will prioritise the natural environment**

Council acknowledges your comments in relation to the Natural Environment Strategy Implementation Plan.

A wide range of legislation and higher order documents, such as the Resource Management Act (RMA), National Policy Statement for Indigenous Biodiversity, and the Canterbury Regional Policy Statement, require the natural environment to be protected, maintained, and enhanced.

More specifically, Section 31 of the RMA requires that Council achieve the integrated management of natural and physical resources, including maintaining indigenous diversity. Section 6(c) requires Council protect Significant Natural Areas (SNAs). Council is also required to have regard to the Canterbury Biodiversity Strategy (2008).

For these reasons the Council supported the Natural Environment Strategy. This exciting strategy will result in more natural places to play, improved biological awareness, the development of more reserves, and a lot of planting. It will prioritise nature, connect people with the environment, improve knowledge about our biodiversity, and sustain and create resilient ecosystems.

## **2. *Building the right facilities at the right time***

Council acknowledges your support for the review of our community facilities.

Council provides social and cultural benefit to the community by supplying community facilities and other assets that allow for people to engage and interact with one another and not be socially isolated. These assets provide great wellbeing to those who use and enjoy them.

For these reasons, Council has supported Southbrook Sports Club with a provisional sum in year four of the Long Term Plan. Equally the Council has supported Canterbury Country Cricket with a provisional sum of \$500,000 to help them develop a second wicket at 154 East Belt.

These funds are provisional until such a time that each club can fund-raise the remaining amounts that would see their projects through to completion.

## **3. *Extension of the Trevor Inch Memorial Rangiora Library***

Council acknowledges your comments in relation to this project. The Council's view is the library no longer meets the needs for a diverse and growing community. The extension is scheduled to take place in the outer years of the LTP and considers what will be required for our current community but also looks forward 30 years to make sure the council can still provide library services for the cultural and social well-being of our community, based on population projections nearing 100,000 by 2050.

## **4. *Funding flood resilience and improvements***

Over the past 10 years Council has spent \$30 million responding reactively to recovering from significant rain and flooding events. Often we have had to engage external consultants to support our recovery from these events.

The funding allows us to establish a permanent Infrastructure Resilience Team, with an associated fund to deliver flood resilience projects. This will reduce our costs overall and provide in-advance mitigation from increased adverse weather events and climate change.

Council acknowledges your support for this project.

## **5. Rangiora Eastern Link Road**

The Rangiora Eastern Link (REL) is an important part of planning for the future transport needs of the district.

While there are some uncertainties regarding the NZ Transport Agency funding of this project, it is important to progress investigation and planning of this route.

Waimakariri District is a high growth district, and it is anticipated that Rangiora will continue to grow. The REL is proposed to help address current safety, congestion, and access issues in Southbrook, as well as to cater for future growth.

Without the REL it is likely there will be increasing safety and access issues, as well as increasing travel time and congestion through the Southbrook area.

Council acknowledges your support for this project.

### **Other Issues**

#### **1. Elderly Housing**

Council has, via its Property Portfolio - Working Group, been actively considering how to support better housing outcomes for the District as a whole. After public consultation, a new Housing Policy was approved in mid-2023. This signals Council's intent to continue with provision of its existing housing activity, extend the provision (where financially sustainable to do so) and consider the re-purposing of Council owned land for targeted housing - either by Council or other community housing providers.

The current Long Term Plan includes provision for new housing targeted on those 65 and older, although the location of these Units has not been finalised.

There are also Community Housing Providers that could meet some of the increasing needs of those suffering from housing stress. Some of these specialise in providing housing and services that match the needs of particular cohorts. Council's policy setting allows for liaison with and support for these providers, in various ways.

#### **2. Transport Advocacy**

Firstly, we want to acknowledge the Board's strong advocacy for the Woodend Bypass.

The Council has been supportive of the Woodend Bypass since 2001 and have continued to advocate strongly for its advancement.

The Government has given the green light for planning to begin on the long-awaited Woodend Bypass - one of seven projects in the Roads of National Significance announced earlier this year. Council is strongly advocating for a separated shared path to be included as part of the Bypass.

#### **3. Town Centres**

Funding for the Woodend-Pegasus Area Strategy review has been approved. We're looking forward to working with the community on a masterplan for this growing area.

Rather than funding being allocated now for implementation projects from the review, this request should be made at the conclusion of the review once projects have been identified.

## **PROJECTS SUPPORTED BY THE BOARDS**

### **1. Community Board Funding Review**

#### *Landscaping budgets*

Council has requested that staff prepare a report on the landscaping budgets to look at how these function and to determine if any changes are required. Council notes that there have been some great outcomes due to the boards use of these funds and in particular commends the Woodend Sefton Community Board on how they have been utilising the budget for community wellbeing outcomes.

#### *Discretionary Grant Fund*

The Community Board Discretionary Grant was reviewed as part of the LTP draft budget preparation with each ward population reviewed based on 2022 adult population statistics to ensure fairness. The previous value of the discretionary grant varied from each Community Board and ranged between 45c to 60c per person. This has been evenly increased to 65c per adult across each ward, district wide.

Therefore the value allocated for Woodend-Sefton Community Board for the 2024/25 year for discretionary grants is \$5,040. This is an increase from \$4,400 in the 2023/24 year.

The draft budget also proposed that consideration be given to capping the value of the carry-over of unspent discretionary grant funds each year to no more than 10% of the initial value at the beginning of the financial year. This would mean that if Woodend-Sefton Community Board had unspent funds at the end of the financial year, up to \$504 could be carried forward into the following year.

### **2. Sefton Public Hall**

Council is committed to continue its support for the Sefton Domain option in regard to the moving of the Community Hall. Support has been offered with staff time, a lease on the domain as well as \$200,000 allocated in the last Long Term Plan.

Staff will work with the committee to develop a future funding plan.

### **3. Community Facilities**

Council acknowledges the work the Board has done to help with the Pegasus Community Centre project and your role as the chair of the Pegasus Community Centre Project Steering Group.

#### *Fee increases*

Fee waivers are considered through the Fee Waiver Committee which is made up of four elected members. The Committee receives information submitted by groups for them to consider.

Council acknowledges that this is a tough time for our community financially and this also impacts users of our facilities as well as those who would hire them. We do have a balance of user pays versus rate payers being asked to fund or subsidise groups to use our

facilities, this is not always easy, and we do need to hear from users and the community on how we should balance this. Council has requested that staff prepare a fee proposal for the Draft Annual Plan that Council will review in early 2025.

#### *Shared Path*

The Walking & Cycling Network Plan was adopted in October 2022 and identifies and prioritises gaps in the network, noting that there is significant demand for upgraded facilities all around the district.

The Government has given the green light for planning to begin on the long-awaited Woodend Bypass - one of seven projects in the Roads of National Significance announced earlier this year. Council is strongly advocating for a separated shared path to be included as part of the Bypass. Further, we are also advocating for the existing deficiency of the footpath linking Woodend and Pegasus to be addressed. We will keep you informed of progress.

#### **4. Pegasus Lighting**

The agreed level of service provided for footpaths and shared paths in rural areas, is that they are not lit. This level of service has been adopted on all town-to-town cycleways.

Providing street lighting on these paths would have a significant cost and current levels of use would not support this investment.

Flag lighting has been installed at intersections along Pegasus Boulevard as part of the development.

#### **5. Targeted services rate for Pegasus**

Council agrees that it is timely to review the targeted rate and have requested that Greenspace prepare a report. This report will go firstly to the Woodend Sefton Community Board and then Council for consideration of any recommendations made by staff.

#### **6. Surf Lifesaving season extended**

Council recently voted to increase its surf lifesaving budget by 23 percent, approving an additional \$22,597 for the 2024/25 summer season.

#### **7. Gladstone Park**

##### *Drainage*

Council is undertaking remedial works as part of autumn renovations process and would be achievable within existing budgets.

##### *Maintenance*

Council staff have noted this work and intend to undertake spring renovations this calendar year which should address the ongoing concerns. During this time there has also been an allowance for the club to undertake light installation at the eastern end which will aid in the load that the number one field is subject too.

## 8. Waikuku Beach Toilets and Carpark

Staff are currently working with the local accessibility group to discuss access at the beach. This will lead to a concept design for the area that is based on inclusion.. The toilet will be an important factor in this given how vital they are as an asset for people with limited mobility.

## 9. Waikuku Skate Ramp

Council has requested that staff work with both the Woodend Sefton Community Board and community to create a design and come back to the Council with a cost. The cost of this should be able to be funded through existing Greenspace renewal funding.

## 10. Bus Matters

The Council partners of the Greater Christchurch Partnership have endorsed the Public Transport Futures Business Case, and this is being implemented over the next 10 years.

This work provides direction for public transport in the Greater Christchurch area. The Regional Public Transport Plan sets out the vision for public transport going forward. This includes possible trials of demand services in the future. At this stage it does not include provision for an orbiter bus, however this is something that will require further consideration in the future.

It is noted that requests for additional services will need to be backed up with evidence and a full understanding of the rating implications. In the past services have been provided that have been poorly used, in some cases.

If you would like to read a full copy of the Long Term Plan you can find these at the Rangiora, Kaiapoi and Oxford service centres and libraries and on the Waimakariri District Council website.

Once again, thank you for your interest and contribution to the development of our District. If you have any further questions or comments, please feel free to get in touch.

Yours sincerely



Dan Gordon  
**MAYOR**

## CHAIRPERSON'S REPORT – October 2024

CHAIR'S DAIRY		DISCUSSION POINTS
Date	Events attended	Community Feedback/Issues Raised
7 October	Pegasus Community Centre Steering Group meeting	First meeting with Ignite Architects. Good progress, next meeting early November.
14 October	Pre-meeting briefing	A run through the agenda and catch up on general matters.
	WSCB Board Meeting	Regular meeting held at Woodend.
15 October	ECan public drop in re draft public transport plan	Good to see the two North Canterbury ECan Councillors at this and an opportunity to have a discussion with them about public transport and the need for people to be able to move around the district.
20 October	Launch of Pegasus Emergency Management Community Hub	A successful afternoon with great participation from local volunteer groups such as Woodend Fire Service, Coastguard and Waikuku Beach Surf Lifesaving along with Emergency volunteers. Thanks to the Pegasus Residents' Group for organising the hub and also this launch.
26 October	Volunteering at Pegasus Community Centre	Book cave was busy as weather was not great. Answered some questions around the Woodend Bypass and concerns around the Pegasus/Ravenswood roundabout.

CHAIR'S STATEMENT
<ul style="list-style-type: none"> <li>• Wrote Board column for November issue of The Woodpecker</li> <li>• Managing Board Facebook page</li> </ul>
<p>Main issues raised by residents were:</p> <ul style="list-style-type: none"> <li>• Some concern around the Government proposal to consider fast tracking housing between Ravenswood and Gressons Road and the impact on drainage, roads, access to health services and education</li> <li>• Lack of a safe path between Ravenswood and Woodend (SH1). This is still a big issue and the general consensus is that this should be in place now for safety and accessibility reasons.</li> <li>• Issues with SH1 which is the responsibility of NZTA - Waka Kotahi <ul style="list-style-type: none"> <li>– design of the Woodend Bypass, particularly around what will be put in place where the Pegasus Ravenswood roundabout is. Also concerns around a possible toll and whether enough traffic will bypass Woodend to ensure it is safe and easier for residents.</li> <li>– ongoing concerns around safety for pedestrians and cyclists at Pegasus/Ravenswood roundabout</li> </ul> </li> <li>• Pegasus Lake – the future</li> </ul>

Shona Powell

**Woodend-Sefton Community Board**



## WOODEND-SEFTON COMMUNITY BOARD

## MEMBERS INFORMATION EXCHANGE

Member Name: Rhonda Mather

October 2024

MEMBER'S DAIRY		DISCUSSION POINTS
Date	Meetings/Events members have attended	Community Feedback/Issues Raised
7 Oct	PCC Project Steering Group	Attended the Project Steering Group for the new Pegasus Community Centre. Sat in for Shona, who was unwell, but did attend online. It is exciting to see this project finally begin to take shape, though there is much work to do over the next couple of years. A public consultation is coming up in December/January once the design concept is finalised.
9 Oct	Older Person's Expo	This was an excellent and very well attended event held at the Rangiora RSA. A wide range of relevant organisations were present with information.
10 Oct	Community Service Awards	It is a pleasure and a privilege to attend this event and watch all the very deserving recipients receive this award for their many hours and years of volunteer work. It was particularly pleasing to see two Pegasus residents in the mix, both of whom I have had the pleasure of working with in the past.
14 Oct	Woodend Sefton Community Board	Monthly Board meeting at Woodend.
20 Oct	CEH Open Day, Pegasus	Attended an open day for the Pegasus Community Centre Community Emergency Hub. Good to see new Coastguard boat there, plus fire service.
21 Oct	Woodend Community Assoc. (WCA) AGM	Attended WCA AGM at Woodend Community Centre. Less than a quorum present, but the muddled through. A new Secretary/Treasurer was appointed with a new President still to be found.

## Other:

- Reported overgrowth in swale on Infinity Drive (south end) which was encroaching on the footpath and creating a trip hazard. This is part of the route for the Canterbury Half Marathon in December and is also used on a regular basis by walkers, joggers and cyclists (plus the odd motorcyclist). The area is the responsibility of Te Kohaka o Tuhaitara Trust (TKoT), but they had not responded to previous Snap, Send, Solve requests. A mower tackled the side of the swale nearest the footpath on 22 Oct, so it still looks messy, but is at least safer for the runners etc.
- On 25 Oct, I had a call from Nick Moody, the new GM at TKoT saying they will be tidying up along the western ridge area in coming days (which includes the area mentioned above on Infinity Drive). Have since seen work being done at northern end, but not southern. Nick hopes to come and introduce himself to Board members at a future meeting.
- Notified Facilities Team about signs at WCC lined up on the floor under the alarm. Have been told this has now been rectified.
- Contacted Greenspace on behalf of WCA to ask about noticeboard located on edge of Veges Direct carpark. They are hoping it can become a Council asset. WCA intend to update the notices on a

regular basis. After follow up, I found out that the noticeboard is already a Council asset, so I have notified WCA of this.

## WOODEND-SEFTON COMMUNITY BOARD

## MEMBERS INFORMATION EXCHANGE

For the month of October 2024

Member' Name: Philip Redmond

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
2 October	Central Rural Drainage Advisory Group	Ashley River mouth changes in sandbar and river gravel levels
3 October	Rangiora Art Society Spring Exhibition Opening Night	Over 70 local artists work on display
4 October	Silverstream Boulevard	Resident's concerns about judder bars – options being considered
5 October	Woodend Flower Show	Usual high standard of entries and outdoor stalls
8 October	Waimakariri Health Advisory meeting	Two applicants for Chair interviewed by Tessa and myself – both excellent backgrounds
9 October	Ronal's Cuppa – Pegasus	Numbers down
	Older Persons Expo – RSA	
	Central Rural Drainage Advisory Group	
10 October	Mayors Community Service Awards at the Town Hall	Wide range of recipients acknowledged
11 October	Passchendaele Memorial Service – Kaiapoi Memorial Reserve	Arranged by Kaiapoi's RSA I learnt the role of mud in WWI
	Rotary Club of Rangiora Book Sale	Helped out for the afternoon. Major fundraiser for community benefit
16 October	Road Safety Committee	Chaired meeting, NZTA representative unable to attend due to staffing cutbacks
	WSP – Future of Canterbury	Interesting panel discussion included Mayor Sam Broughton, John O'Hagan Crown Infrastructure and Lynette Ellis, Transport and Waste Management at Christchurch City Council plus others from WSP
17 October	Clareville Rural Drainage Advisory Group	Budget and drain maintenance delivered – Members happy with both
20 October	YDOT Fun Day at Courtenay Drive	Excellent activities and vendors but small crowd – well organised
	Pegasus Community Emergency Hub	Drop in – reasonably well attended
21 October	District Licencing Committee training	
	Road Reserve Hearing	Grazing berms to be regulated
23 – 25 October	Zone 5 and ^ Conference – Dunedin	Attended with Deputy Mayor Atkinson. Excellent topics including Toumota Arowai, NZMCA, Waitaha Health – Rural network, the Dunedin study CDEM community hubs (Wellington) natural hazards, and

		Nick Smith Chair LGNZ Electoral Reform Working Group. Slides available on request.
30 October	Road Reserve Management Policy Hearing	Agreed on final draft to go to the Council in December 2024. Recommended exemption process for roadside grazing, Utilities and Rooding arbiter.
31 October	Otautahi Community Housing Trust annual review	Attended with Deputy Mayor Atkinson – the Trust is receptive to assisting the Council with housing models. The Trust has been operating for eight years and looks after CCC rentals
2 November	North Canterbury Sport and Recreation Trust	Bi-annual sports awards. Well attended and some awesome awards to coaches and sportsmen and administrators.