

Waimakariri District Council

Agenda

Tuesday 5 May 2026

9am

Kaikanui Room

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Members:

Mayor Dan Gordon

Deputy Mayor Philip Redmond

Cr Tim Bartle

Cr Brent Cairns

Cr Wendy Doody

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Bruce McLaren

Cr Shona Powell

Cr Joan Ward

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An ordinary meeting of the Waimakariri District Council will be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, **Kaiapoi**, on **Tuesday, 5 May 2026**, commencing at 9am.

Sarah Nichols
GOVERNANCE MANAGER

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

BUSINESS

Page No

1. **APOLOGIES**

2. **CONFLICTS OF INTEREST**

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

3. **ACKNOWLEDGEMENTS**

4. **CONFIRMATION OF MINUTES**

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 31 March 2026**

9-30

RECOMMENDATION

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 31 March 2026.

4.2 **Matters Arising from Minutes**

5. **DEPUTATIONS AND PRESENTATIONS**

5.1 **Keep Rangiora Beautiful – Greg Miller, Adrienne McGowan and Grant Edge**

6. **ADJOURNED BUSINESS**

Nil.

7. REPORTS

- 7.1 **Keep Rangiora Beautiful Distribution of Funds and to Dissolve** – Grant MacLeod (Community Greenspace Manager) 31-37

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260224063056.
- (b) **Approves** the grant from the current financial year of \$4,835.75 (Inc GST) to be reassigned to the Waimakariri Biodiversity Trust for the purpose of delivering the Flaxton Pond Planting project that the Keep Rangiora Beautiful have been working on for the past few planting seasons.
- (c) **Notes** that the Council, through Mayor Gordon, wish to officially thank Keep Rangiora Beautiful for the contribution it has made during its 37 years of service to Rangiora.
- (d) **Notes** that the percentage of this grant against the annual rates bill is 0.0045% and has been budgeted as part of the current financial year.
- (e) **Notes** that staff will ensure the grant for Keep Rangiora Beautiful is removed from future budgets, noting the group is no longer operating.
- (f) **Notes** that any future funding for the Waimakariri Biodiversity Trust would be considered by Council as part of an Annual Plan process following a submission from the Trust.
- (g) **Notes** that staff are assisting in redistributing replacement trees and 14 water wells from Keep Rangiora Beautiful. These trees will likely be utilised in the Flaxton Pond and Millton Avenue projects.
- (h) **Notes** that the water wells are of interest to the Matawai planting group and could support the work they are doing at Matawai Park.
- (i) **Circulates** this report and outcomes to the Rangiora-Ashley Community Board.

- 7.2 **Gravel Haulage Reference Group – Terms of Reference** - Don Young, (Senior Engineering Advisor) 38-47

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260420099349.
- (b) **Approves** the formation of the Gravel Haulage Reference Group.
- (c) **Adopts** the Gravel Haulage Reference Group Terms of Reference (Trim: 260420099341)
- (d) **Approves** an additional expenditure of \$20,000 from Roothing Operations (GL10.260.667.2465) to cover staff time and a facilitator.
- (e) **Notes** that Rob Kerr from Kerr and Partners will be the facilitator of the Reference Group, at an expected cost of \$10,000.
- (f) **Notes** that staff will be contacting residents on Baynons, Haywards, Taylors and Greigs Roads and requesting they appoint representatives to the Reference Group, as well as contacting the companies and organisations listed for acceptance on the Reference Group.
- (g) **Notes** that staff will organise the first meeting of the Reference Group once the above process is completed.
- (h) **Notes** that staff will be approaching selected landowners to discuss their view on selling land for a potential haulage route before the first meeting of this Reference Group.

7.3 **Rangiora Croquet Loan Repayment Options** – Grant MacLeod (Greenspace Manager)

48-69

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260423102110.
- (b) **Approves** Option 2d with Council entering a loan repayment arrangement with the Rangiora Croquet Club for the repayment of a total amount of \$9,958.34. This would have a 36 month term period from 1st July 2026 through to 30th June 2029.
- (c) **Notes** that the Rangiora Croquet Club have indicated that their preference is for the loan to be transferred to being a grant as per the letter in attachment iv of this report.
- (d) **Notes** that equal payments over the course of the 36 months would equate to a monthly payment of \$276.62 or annual payment of \$3,319.44 (totalling 3 payments) to reach the total repayment figure of \$9,958.34.
- (e) **Notes** there is no interest included in the payment options recommended to Council.
- (f) **Approves** the remaining balance of the loan, totalling \$32,041.66, to be treated as a grant and expensed in the relevant financial year.

OR

- (g) **Approves** the remaining balance of the loan, totalling \$32,041.66 to be treated as a loan and paid back through a repayment plan over a period of eight years.
- (h) **Notes** that Community and Recreation staff intend to undertake a review of the community grants process and as part of this will develop some clear criteria for loans and report this back to the Community and Recreation Committee.

7.4 **Te Kōhaka o Tūhaitara Trust - Trustee Appointments** – Chris Genet (General Manager Finance and Business Support) and Chris Brown (General Manager Community and Recreation)

70-73

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260402089859.
- (b) **Appoints** Councillor as a trustee of Te Kōhaka o Tūhaitara Trust from 5 May 2026 for a period of three years to 5 May 2029.

AND

- (c) **Seeks** to appoint an Independent Council Representative to the Trust for a period of three years.
- (d) **Appoints** Mayor Gordon, Deputy Mayor Redmond and Councillor to the appointment panel and to approve the appointment of an Independent Council Representative to the Trust.

OR

- (e) **Appoints** Councillor and Councillor as trustees of Te Kōhaka o Tūhaitara Trust from 5 May 2026 for a period of three years to 5 May 2029.

OR

- (f) **Seeks** to appoint two Independent Council Representatives to the Trust for a period of three years

AND

- (g) **Appoints** Mayor Gordon, Deputy Mayor Redmond and Councillor to the appointment panel and to approve the appointment of two Independent Council Representatives to the Trust.
- (h) **Thanks**, Mr Neville Atkinson and Dr Prudence Stone, for their contributions to the Trust.

7.5 **Elected Member Attendance at LGNZ Forum** – Sarah Nichols (Governance Manager)

74-76

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260421100840.
- (b) **Endorse** Councillors Redmond and Fulton attending the Local Government New Zealand Rural and Provincial Sector meeting on 14 and 15 May 2026 in Wellington.
- (c) **Notes** a verbal report from attendees will be provided to a future workshop to discuss information and opportunities learnt from the attendance.
- (d) **Notes** there are sufficient funds in the 2025/26 budget to enable attendance with a current balance of \$6,100, and anticipated cost of \$1,160.
- (e) **Notes** as a Council member of LGNZ, it is acknowledged that Mayor Gordon, one councillor, and the Chief Executive attend in accordance with the membership and policy requirements. The Mayor and the Chief Executive will be attending the May Rural and Provincial Sector meeting.

8. **HEALTH, SAFETY AND WELLBEING**

8.1 **Health, Safety and Wellbeing Report 17 March 2026 to 21 April 2026** – Jeff Millward (Chief Executive)

77-90

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260421100842.
- (b) **Notes** that there were no Worksafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015
- (c) **Circulates** this report to the Community Boards for their information.

9. **MATTER REFERRED FROM THE OXFORD-OHOKA COMMUNITY BOARD**

9.1 **Pearson Park Stage Cover Proposal** – Ken Howat (Parks and Facilities Team Leader)

(Refer to the attached copy of the report, Trim no. 250812148839, to the Oxford-Ohoka Community Board Meeting of 8 April 2026.

91-102

RECOMMENDATION

THAT the Council

- (a) **Approves** the request to install a roof over the Pearson Park stage and that the Pearson Park Advisory Group be authorised to proceed with construction using available allocated funds.

10. **COMMITTEE MINUTES FOR INFORMATION**

10.1 **Minutes of the Community and Recreation Committee meeting 17 February 2026**

10.2 **Minutes of the Utilities and Roading Committee meeting 10 March 2026**

103-126

RECOMMENDATION

- (a) **THAT** Items 10.1 and 10.2 be received for information.

11. COMMUNITY BOARD MINUTES FOR INFORMATION

- 11.1 Minutes of the Oxford-Ohoka Community Board meeting 4 March 2026
- 11.2 Minutes of the Woodend-Sefton Community Board meeting 9 March 2026
- 11.3 Minutes of the Rangiora-Ashley Community Board meeting 11 March 2026
- 11.4 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 16 March 2026

127-164

RECOMMENDATION

- (a) **THAT** Items 11.1 to 11.4 be received for information.

12. COUNCIL PORTFOLIO UPDATES

- 12.1 **Iwi Relationships** – Mayor Dan Gordon
- 12.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon
- 12.3 **Government Reforms** – Mayor Dan Gordon
- 12.4 **Climate Change and Sustainability** – Councillor Niki Mealings
- 12.5 **International Relationships** – Deputy Mayor Philip Redmond

13. QUESTIONS

(under Standing Orders)

14. URGENT GENERAL BUSINESS

(under Standing Orders)

15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

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

- 15.1 Confirmation of Public Excluded Minutes of Council Meeting 31 March 2026
- 15.2 Regeneration Land Encumbrances Removal
- 15.3 Sale of Townsend Road Property
- 15.4 Southbrook RRP Strategic Site Assessment

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

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
MINUTES			
15.1	Confirmation of Public Excluded Minutes of Council Meeting 31 March 2026.	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information and to maintain legal professional privilege, and to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities and to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Section 7 (2)(a), (bii), (g), (h) and (i).
REPORTS			
15.2	Regeneration Land Encumbrances Removal	Good reason to withhold exists under Section 7	
15.3	Sale of Townsend Road Property	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities and to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Section 7(2)(h) and (i)
15.4	Southbrook RRP Strategic Site Assessment	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. LGOIMA Section 7(2)(h)

CLOSED MEETING

Refer to Public Excluded Agenda (separate document).

OPEN MEETING

NEXT MEETING

The next ordinary meeting of the Council is scheduled for Tuesday, 2 June 2026, commencing at 9am and will be held in the **Council Chamber, Rangiora Service Centre**, 215 High Street, Rangiora.

MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 31 MARCH 2026, COMMENCING AT 9AM.

PRESENT

Mayor D Gordon, Deputy Mayor P Redmond, Councillors T Bartle, B Cairns, W Doody, T Fulton, J Goldsworthy, B McLaren, N Mealings, S Powell, and J Ward.

IN ATTENDANCE

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), K LaValley (General Manager Planning Regulation and Environment), G Cleary (General Manager Utilities and Roding), C Genet (General Manager Finance and Business Support), S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Roding and Transport Manager), G MacLeod (Community Greenspace Manager), K Simpson (3 Waters Manager), C Roxburgh (Project Delivery Manager), K Howat (Parks and Facilities Team Leader), T Kunkel (Governance Team Leader), J Thorne (Strategic Asset Management Advisor), and C Fowler-Jenkins (Governance Support Officer).

There were 28 members of the public present.

1. APOLOGIES

Nil.

2. CONFLICTS OF INTEREST

Nil.

3. ACKNOWLEDGEMENTS

Mayor Gordon acknowledged the passing of Rangiora resident Mr Graeme Matheson, who was a long-standing member of the RSA and a founding member of the Waimakariri Passchendaele Advisory Group.

The Council observed a moment's silence.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 3 March 2026

Moved: Deputy Mayor Redmond

Seconded: Councillor Ward

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 3 March 2026.

CARRIED

4.2 Matters Arising from Minutes

Nil.

5. **DEPUTATIONS AND PRESENTATIONS**

5.1 **Flooding concerns in Ohoka and Mandeville** - Des Winter and Gary Boakes

D Winter noted that a report was being presented to the Council seeking approval for works at Millfield subdivision, Ohoka, intended to improve the speed at which water was dispersed. He expressed concern that the proposed works would cause water to reach the lower end of Ohoka faster. He acknowledged that the Council planned to invest in improvements to the Ohoka Stream; however, flooding primarily occurred during periods of heavy rainfall when the Cust Main Drain was in flood. Under these conditions, the Ohoka Stream ceased to flow, and water backed up as far as Christmas Road, Ohoka. Several properties on Christmas Road had experienced flooding with water flowing through houses and sheds. D Winter's driveway had also flooded with water at a depth of approximately 600mm, flowing over his property. D Winter emphasised that residents did not want more water flowing rapidly and believed that the increased flow from Millfield, along with other proposed development, exacerbate existing problems. In his view, the Council should consider diverting water toward the Eyre River and ultimately into the Waimakariri River.

G Boakes stated that if further development was anticipated in the northern part of the Waimakariri District, the Council needed to carefully assess water management, as flows were already reaching Ohoka and Silverstream faster. He expressed concern that Kaiapoi could face significant flooding if development continued without ensuring that excess water could be directed into the Waimakariri River. G Boakes believed that diverting water to the river, rather than through the township, was the safest approach.

Mayor Gordon advised that the work referred to Stage Two of the Mandeville Resurgence Project and noted that substantial further work was required before any decisions could be advanced. Councillors had asked staff to assess potential downstream effects and to confirm whether these had been adequately considered.

Councillor Fulton asked for an assessment of the additional works programme. D Winter responded that the works would assist with water removal to a certain extent; however, when the Cust Main Drain was in flood, water could not exit the Ohoka Stream, resulting in significant backflow.

Mayor Gordon requested a report on Silverstream and the works requested.

5.2 **Council Debt** - Dennis McLaughlan

D McLaughlan advised that he had recently come into possession of overseas-based assets which, if liquidated, would provide sufficient funds to pay all outstanding rates owed by himself, his supporters and it could also extinguish the Council's debt incurred via the Local Government Finance Agency (LGFA). He advised that open dialogue would be required to determine how such a process might occur, ensuring that individuals did not subsequently fall back into debt. He emphasised the need for discussion to ensure that, once the debt was cleared, no further financial burden would be placed on the district's population.

D McLaughlan further noted that such negotiations could not occur under what he described as the "communist standing orders criteria." He stated that he would not agree to sign a standing orders contract that, in his view, restricted his ability to negotiate the proposed arrangement. If the Council did not accept his proposal, he indicated that he would present it to another local authority.

Mayor Gordon asked for clarification of D McLaughlan's overseas-based assets. D McLaughlan explained that he was not currently in possession of the assets but would be soon, and that, if liquidated, they would provide him with sufficient funds to extinguish the LGFA debt.

6. **ADJOURNED BUSINESS**

Nil.

7. WATER SERVICES RELATED REPORTS

7.1 ODP160 – 368 Mill Road – Stormwater Management Area – K Simpson (3 Waters Manager), C Roxburgh (Project Delivery Manager) and J McSloy (Development Manager)

C Roxburgh provided an update to the Council on the status of the Mill Road Stormwater Management Area (SMA) project and outlined options for the project's next steps. He noted that the Council had allocated funding for the construction of an SMA to service Outline Development Plan (ODP) 160. However, progress had been delayed due to Environment Canterbury consents being affected by legal action. Although the consenting issues had now been resolved, development in the area had largely stalled due to other legal matters. Several residents had approached the Council requesting that the Mill Road SMA project be cancelled. Among the landowners who submitted feedback, the majority supported cancellation of the project, while one landowner expressed a preference for it to proceed. A number of landowners did not respond. C Roxburgh then summarised the stormwater management options for the area as outlined in the report.

Councillor Fulton questioned why, if the Council chose to defer the project, staff believed that it would need to signal an intent to proceed at a later date, and C Roxburgh confirmed that this was not necessary.

Councillor Mealings asked whether a smaller SMA may be required and whether the existing consent would cover such an option. C Roxburgh explained that if the status quo remained, there would be no on-site attenuation, resulting in increased runoff. If the Council chose not to construct the SMA, some form of stormwater conveyance would still be required. While residents would experience attenuate flows to pre-development levels, the land's natural slope meant that small swales would still be necessary.

Moved: Councillor Fulton

Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** Report No. 251112215595.
- (b) **Notes** that there are a number of barriers to development within the Outline Development Plan (ODP) 160, the majority of which are not related to stormwater servicing, due to a combination of access, servicing and legal issues between landowners, that can only be resolved between landowners.
- (c) **Notes** that consideration has been given to whether the Mill Road SMA project should proceed, or be cancelled; however, it has been concluded that neither should take place at this time because:
 - investing now risks the Council never recovering the full cost and unnecessarily accumulating interest due to the number of other barriers to development within the area, and
 - it cannot be cancelled now because there is no viable planning mechanism to amend the ODP, and it is not recommended to cancel the project while the ODP still requires the SMA.
- (d) **Notes** that the majority of landowners from within the catchment who submitted a response to Council indicated a preference to cancel the project. However, not all landowners responded.
- (e) **Approves** the deferral of the Mill Road SMA construction budget by three years to 2029/30, given the uncertainty identified with both options considered.

CARRIED

Councillor Fulton expressed concern about signalling an intent to proceed without first understanding the full parameters of such a decision. He acknowledged the survey findings and recognised that residents had clearly articulated their position. He also noted ongoing concerns regarding the effectiveness of the SMA and centralised stormwater management systems more generally. Given the current state of the ODP and the constraints placed on the Council, he considered it prudent not to advance an SMA at this time.

Deputy Mayor Redmond noted that he would like to see a further report outlining both options once additional pathways have been identified. He considered the motion to be sound and indicated his support.

Mayor Gordon also supported the motion, noting that it was appropriate for the Council to keep its options open and defer construction. He observed that the development area was complex for a variety of reasons and acknowledged the goodwill of residents who wished to see the area's potential realised. Mayor Gordon highlighted that the proposal had undergone extensive community consultation through the private plan change process, the Waimakariri District Plan, and other mechanisms. He commented that this form of development aligned with the type of growth he wished to see in Ohoka, in contrast to other proposed developments, which he believed would significantly alter the area's character. Mayor Gordon emphasised that deferral allowed the Council to maintain flexibility without expressing a preference on whether an SMA was ultimately appropriate.

Councillor Mealings noted that the ODP160 had always been complex and challenging. She recalled attending the 2012 hearing, where significant contention arose because many landowners first learned of their inclusion in the plan change through a newspaper notice. Coordinating the interests of multiple landowners had been challenging. Still, in this instance, the majority had collaborated to determine a collective position. Councillor Mealings observed that several matters remained unresolved and that legislative changes over time meant the Council could not simply remove the SMA from the ODP, even if it wished to do so. She concluded that the Council did not yet have sufficient information to make an informed decision on how to proceed.

In his right of reply, Councillor Fulton welcomed the recognition of the broader development context in the area. He noted that rural and peri-urban land supported a wide range of living environments and that development in such areas was often highly contested. In his view, if Ohoka was to grow, it needed to do so in a managed and considered manner. He supported deferral and emphasised the importance of continued engagement with Ohoka residents to ensure the Council remained well-informed about the effectiveness and appropriateness of a stormwater management area.

Report 8.3 "Rangiora Croquet Loan Repayment Options" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

7.2 Water Services Rating Structure Review – K Simpson (3 Waters Manager) and J Thorne (Strategic Asset Management Advisor)

J Thorne presented the report, noting that it highlighted issues relating to how the Council structures and allocates rates for certain activities. The report addressed challenges identified by staff with current rating approaches. He explained that, regarding Water Services, previous investigations had produced assessments and recommendations to change rating structures; however, for various reasons, consultation and implementation of those changes had not occurred. The scope of the current rating review, therefore, included all Water Services, the Pegasus Service Rate for street trees, and the Solid Waste Rates for kerbside collection and bins.

C Genet advised that the rating review concerned the fair and reasonable allocation of rates and their distribution. He noted that there were numerous possible approaches, each producing different outcomes. Given that rates were the Council's largest revenue stream, it was essential that any review be undertaken with careful consideration of legal requirements. C Genet added that the review would be assessed alongside the Council's key financial policies to ensure alignment.

G Cleary observed that the Council had examined the Water Services rating several years earlier. He noted that the matter was complex and required substantial work. G Cleary considered the current review timely, as the Council was facing emerging issues that required reconsideration of how water services were rated.

Councillor Fulton asked whether, given the breadth of the rating review and the role of the Working Group in determining its scope, it would be beneficial to have a dedicated Water Services Working Group operating concurrently with the broader financial review covering kerbside collection and other matters. G Cleary responded that staff anticipated a single working group would oversee the review, with specific focus areas addressed as required.

Councillor Fulton sought clarification on whether the Rating Review constituted a structural review of the Council's rating system. J Millward advised that the review related to the methodology by which the Council applied its rating. He noted that, in some instances, the matter may be brought before the full Council for a workshop.

Deputy Mayor Redmond observed that the quorum requirement for the proposed Rating Review Working Party was four members and queried whether staff had considered specifying that at least two elected members be included within that quorum. J Thorne acknowledged the suggestion, noting that it was a constructive proposal and could be incorporated into the terms of reference.

Moved: Councillor Ward

Seconded: Councillor Bartle

THAT the Council:

- (a) **Receives** Report No. 260316077367.
- (b) **Approves** the formation of a Rating Review Working Party to consider options for rating areas within the Revenue and Financing review and for Water Services activities to identify recommended options to consult the community on.
- (c) **Appoints** the following Councillors and Staff to the Rating Review Working Party:
- Members
- Drainage and Stockwater and 3 Waters Portfolio Holder (Chairperson)
 - Solid Waste Portfolio Holder; District Planning Portfolio Holder; Climate Change and Sustainability Portfolio Holder
 - Greenspace (Parks, Reserves and Sports Grounds) Portfolio Holder
 - Audit, Risk, Annual/Long Term Plans Portfolio Holder
 - General Manager of Finance and Business Support
 - General Manager Utilities and Roading
 - *Ex officio* – Mayor
 - *Ex officio* – Chief Executive
- Staff Support
- Finance Manager
 - Rating Representative
 - 3 Waters Manager
 - Strategic Asset Management Advisor (Project Lead)
- (d) **Adopts** the Rating Review Working Party's Terms of Reference (Trim 260317077906).
- (e) **Requests** that the Rating Review Working Party report back to Council in July/August 2026, recommending the proposed approach for rating services under the review to allow for stakeholder engagement prior to inclusion in the draft 2027/37 Long Term Plan and subsequent full public consultation.
- (f) **Notes** the following indicative programme of key dates:

Period	Action
April 2026	Report to Council to confirm the establishment of the working party and terms of reference
April/May 2026	Council workshop on areas within the Revenue and Financing Review (Pegasus trees and commercial recycling), conducted by the General Manager of Finance and Business Support
May – July 2026	Monthly working party meetings for assessment of rating options and development of preferred options
July/August 2026	Report to Council seeking approval to engage stakeholder discussion on the preferred option

Period	Action
September 2026	Stakeholder engagement (<i>this would be a targeted pre-LTP consultation exercise with Community Boards to get preliminary feedback prior to subsequent full public consultation through the LTP consultation process</i>)
October 2026	Final working party meeting to refine recommended options based on stakeholder engagement
November 2026	Report to Council from the Working Party recommending the proposed rating structure for inclusion in the draft 2027/37 Long Term Plan and Water Services Strategy.
February 2027	Council adopts draft 2027/37 draft LTP and Water Services Strategy budgets for consultation.
March-May 2027	Consultation on proposed rating structure as part of the draft 2027/34 LTP and Water Services Strategy
July 2027	Implementation with 2027/37 LTP and Water Services Strategy
Note	<i>Council workshops and updates will be conducted at critical milestones. Councillors may attend working group meetings if they wish.</i>

- (g) **Circulates** this report to the Community Boards for their information.

CARRIED

Councillor Ward observed that rating had been an ongoing concern for several years. She considered it timely to engage in a constructive discussion on what arrangements would best serve the Council now that the *Local Water Done Well* Framework had been finalised and Government regulations were clearer. Councillor Ward acknowledged the complexity of the issue and noted that it would not be straightforward.

Councillor Bartle supported the motion, remarking that the matter had been discussed for a considerable period and was long overdue for progress.

Councillor Fulton recalled that the Council had considered a rating review during the previous triennium, under the previous Government, when significant and complex changes to water services and rural drainage were anticipated. He noted that the current environment was different, though still evolving rapidly. Councillor Fulton believed there would be no better time to undertake the review and expressed his interest in examining the findings.

Mayor Gordon expressed his support for the motion. He noted that a possible rates review had come before the Council on several occasions and acknowledged both current and former staff who had contributed to the work. He recognised that there had been valid reasons for pausing progress at various points, including the scale of differences between proposals and the political timing. Mayor Gordon observed that recent changes in water services and community feedback, particularly from areas not currently rated but seeking services, made it timely to address the matter comprehensively. He expressed his appreciation for Councillor Fulton's agreement to chair the Rating Review Working Party and noted that challenging discussions lay ahead.

Councillor Cairns acknowledged that significant challenges were anticipated. He referred to previous discussions regarding Pegasus trees and noted that he had been engaged in robust conversations concerning multi-tenanted commercial premises.

Councillor Mealings stated that she was pleased to see the matter before the Council. She noted numerous issues requiring resolution and a complex environment; however, she looked forward to the work progressing.

Councillor Doody expressed her appreciation for being able to attend and listen to views, noting the importance of all members gaining a clear understanding of the Council's intended direction.

8. REPORTS

At the commencement of the meeting, Mayor Gordon advised members that Item 8.4 – Keep Rangiora Beautiful Distribution of Funds and to Dissolve had been withdrawn from the agenda, as a deputation would be heard from Keep Rangiora Beautiful at the Council meeting scheduled for 5 May 2026.

8.1 Homelessness in Waimakariri District – Background, Context and Current Work Streams – J Millward (Chief Executive) and S Hart (General Manager Strategy, Engagement and Economic Development)

S Hart spoke to the report, noting that it provided context and background of homelessness in the Waimakariri District. It highlighted all the relevant Council programmes underway dealing with homelessness. He noted that homelessness was a very complex social and economic issue, and addressing it required a multi-agency approach; generally, the multiple agencies involved, led by the Central Government, were supported by the non-profit social service sector and Local Government.

Councillor Fulton asked about the applicability of a Move-on Order issued by an authorised officer requiring an individual to leave public spaces and/or reserves and not return for a defined period. S Hart advised that the Council did not have the authority to issue a Move-on order. Only the New Zealand Police would be able to issue such orders.

Councillor Goldsworthy queried whether the proposed Move-on Order could potentially apply to protests. S Hart did not believe that was the intention of the orders as there are other legislation that enables people's right to voice their views.

Councillor Ward questioned the number of people who refused the Council's assistance. S Hart did not have a specific number. However, he noted that it did occur; there were various reasons for people living rough. Some did have a residence to return to however chose to be on the street to solicit money and other goods; some were genuinely without fixed or adequate housing.

Councillor Cairns noted that the 2023 census reported housing deprivation at 2.3%. He asked if staff believed that was a fair reflection. S Hart noted that several factors, including overcrowding, stress, and the need for more social housing providers, caused housing deprivation. He agreed that there was housing stress and suggested that the 2023 census data may be outdated.

Councillor Cairns also asked whether amending the Commercial Charity Bylaw 2017 would address the issue of homelessness. S Hart stated that the Bylaw would not solve homelessness; however, there were several challenges associated with homelessness that staff could enforce under the Bylaw, such as litter and egress issues around public areas. Staff were looking at the Commercial Charities Bylaw as a vehicle to potentially include information on begging. That would enable the Council to impose some restrictions on those who wished to ask for money on the street, including existing recognised national charities, which currently obtain a permit from the Council.

Moved: Mayor Gordon

Seconded: Deputy Mayor Redmond

THAT the Council:

- (a) **Receives** Report No. 260312074551.
- (b) **Notes** that issues associated with homelessness are complex and require a sustainable multi-agency approach.
- (c) **Notes** that current legislative, funding, and resourcing provisions indicate that addressing homelessness in New Zealand is primarily a Central Government-led responsibility, supported by Local Government and non-government organisations. The Council should continue to monitor the impacts of legislative changes to identify any implications for public spaces, services and communities within the District.

- (d) **Notes** that current New Zealand Police powers to address homelessness are limited: officers often cannot act until behaviour escalates to an offence, allowing ongoing disruption in city and town centres. Amendments to the Summary Offences Act – “Move-on” Orders (2026) – announced on 22 February 2026, propose to provide Police with an ability to address specific behaviours that create nuisance, intimidation, or safety issues for the public while also providing a referral pathway to support agencies.
- (e) **Approves** staff to continue working collaboratively with government agencies such as the New Zealand Police, the Ministry of Social Development (MSD), Work and Income and community partners to support a coordinated approach that identifies at-risk individuals, provides them with appropriate support and improves outcomes for people experiencing homelessness and for the wider community.
- (f) **Approves** staff to undertake a feasibility study of bylaws that could also look at amending the Commercial Charity Bylaw 2017 to potentially increase restrictions associated with solicitation and street collections in response to concerns associated with begging. This investigation will also examine other councils’ bylaws, such as those of Nelson and Horowhenua, and assess their effectiveness.
- (g) **Authorises** the Mayor on behalf of the Council to write to Justice Minister Paul Goldsmith, Police Minister Mark Mitchell, as well as local MP Matt Doocey, expressing its in-principle support for legislative tools such as Move on Orders, as well as the Council’s willingness to work collectively on short and long-term solutions to homelessness issues within the Waimakariri District.
- (h) **Notes** the Mayor has been invited to an online forum to discuss the potential establishment of a Mayoral taskforce for homelessness and housing.

CARRIED

Mayor Gordon noted that a wide range of statements had been circulating in the community, reflecting various concerns and acknowledging the significant amount of work underway to address homelessness-related challenges. He emphasised the importance of a comprehensive report that clearly outlined the Council’s response to homelessness and clarified the actions it could take. Mayor Gordon acknowledged staff for their efforts in preparing the response and expressed appreciation to Councillor Cairns and Deputy Mayor Redmond for their contributions leading up to the report’s development.

Mayor Gordon observed that the issue seemed to comprise of three distinct elements. The first concerned individuals with genuine needs who were willing to work towards a permanent housing solution. He acknowledged the efforts of social service providers and the extensive collaborative work occurring to support such individuals. Mayor Gordon noted that a separate issue was begging by individuals in town centres. He advised that other Mayors had suggested a bylaw might be worth investigating, while acknowledging it would not be the only solution.

Deputy Mayor Redmond commended the high quality of the report, noting the complexity of homelessness and the lack of a single, simple remedy. He emphasised the need for the Council to work alongside Central Government and relevant agencies to develop practical solutions, maintain public confidence, and create meaningful pathways of support for people experiencing homelessness. Deputy Mayor Redmond commented that any new legislation would need to strike a careful balance: the Government must ensure that the New Zealand Police have appropriate tools to protect public spaces, businesses, and families, while also recognising that enforcement alone did not address the underlying causes of homelessness. He stressed the importance of strengthening collaborative relationships with partner agencies to improve local coordination and outcomes. Deputy Mayor Redmond concluded by noting that homelessness was not unique to the Waimakariri District. It is a national issue and the Council remained committed to contributing locally while advocating for the leadership, investment, and policy settings required at the national level.

Councillor Powell expressed her support for the motion and endorsed the work undertaken by staff, both in preparing the report and in their longstanding efforts to support people experiencing homelessness. She noted that the report was valuable in clearly distinguishing the three primary categories of homelessness, each requiring different responses depending on an individual's circumstances and willingness to accept assistance. Councillor Powell emphasised the complexity of the issues involved and the need for a sustained, multi-agency approach. She also referred to her attendance at the Homelessness Forum, noting the strong collaboration among agencies seeking practical, coordinated solutions. While begging was the most visible aspect of homelessness, she highlighted that many individuals experiencing homelessness within the district were not visible to the public.

Councillor Goldsworthy indicated his support for the motion, observing that the Council was, in many respects, addressing the symptoms rather than the underlying causes of homelessness. He acknowledged that the Council had a role to play, although he remained uncertain about its precise nature. He recognised the value of expanding the tools available to address the different challenges associated with homelessness; however, he cautioned against considering bylaws that the Council might not be prepared or able to enforce.

Councillor Cairns commented that it was regrettable that the Council needed to focus on such matters. He identified the root cause as the lack of affordable housing, noting that on his own street, there were eleven individuals living in vehicles, with whom he regularly spoke. He emphasised the complexity of their circumstances. As a Councillor, he acknowledged the exceptional work undertaken by staff in responding to these challenges.

Councillor Fulton observed that a core function of the Council was to determine the fairest and most equitable use of public space. In his view, access to public space was not an unrestricted right. The Bill of Rights and various legislative frameworks developed over time permitted individuals to occupy public space only to the extent that such occupation did not impede others' ability to use and enjoy that space.

Councillor Mealings noted that the issue involved numerous interconnected factors and required a multi-agency, multi-faceted response. She emphasised that the report did not propose a bylaw but rather sought to examine the feasibility of such a tool and its potential effectiveness. Ultimately, direction from the Central Government would be necessary. Councillor Mealings highlighted the report's clear demonstration of the critical importance of the Community Team, whose work was essential to supporting residents' wellbeing across the district.

In his right of reply, Mayor Gordon identified three key points: the importance of ongoing multi-agency collaboration; the need to assess the feasibility of a bylaw as a potential tool; and, in principle, support for Move-on Order legislation. He expressed disappointment at some of the public commentary suggesting that the issue was solely the Council's responsibility, noting that the report made it clear this was not the case. While the Council had a role to play, the issues were highly complex and often involved multiple contributing factors. A bylaw could be one tool available to the Council, but its effectiveness would depend on enforceability. Mayor Gordon reiterated the significant work undertaken by the Community Team and the various support agencies involved.

The meeting adjourned for a refreshment break from 11.11am to 11.31am.

8.2 **Minor Amendments to Variable Speed Limit Zones** – J McBride (Roading and Transport Manager) and P Daly (Road Safety Coordinator, Journey Planner)

J McBride spoke to the report, noting that it sought approval for the following minor changes to the School Variable-Speed Zones that the Council had previously approved:

- Five (5) relate to errors in the stated location in the original report to the Community Boards, which have subsequently been identified and were updated within this report.
- Five (5) were identified following on-site reviews, which confirmed the signs could not be physically located within 20m of the previously approved zone (as was required to ensure the signs were legally enforceable due to various factors).

- Two (2) had been reassessed and needed to be relocated to better align with the current speed zones or speed limit change locations.

J McBride reported that the Council had received confirmation in February 2026 that co-funding from the New Zealand Transport Agency (NZTA) had been approved at the standard Funding Assistance Rate (FAR) of 51%. A tender had been awarded for the installation of the electronic signs. The static signs were being procured through the Road Maintenance Contract.

Councillor McLaren asked whether the Skew Bridge variable-speed signs could be repurposed. J McBride noted that they could not, unfortunately; the Skewbridge signage had again been vandalised.

Mayor Gordon queried whether the Council's insurance covered the replacement of the sign at Skew Bridge. J McBride advised that the Council did not insure its roading assets, noting that the NZTA subsidy effectively served as insurance for those assets.

Deputy Mayor Redmond sought clarification on the requested variation to the zone extent for the signage at Kaiapoi North School. J McBride explained that there had been an error in the original Approved Zone/ Amended Zone Extent (RP). Upon review of the sign's locations, staff determined that it was positioned a considerable distance from the school along Allison Crescent, where there was insufficient space to install the sign as intended.

Moved: Councillor Powell

Seconded: Councillor Doody

THAT the Council:

- Receives** Report No. 260312075090.
- Approves** the following amendments to the School Variable Speed Zones:

School	Updated Location Details	Approved Variable Speed	Reason for Change
Kaiapoi North School	<u>Coups Terrace</u> 46 metres into Coups Terrace from Williams Street Coups Terrace RP 0.000 to RP 0.063	30km/h	To move away from the intersection and utilise the existing pole /socket.
	<u>Allison Crescent</u> From 20 metres south of Forest Lane to 363 metres south of Magnolia Boulevard Allison Crescent RP 0.556 to RP 0.359		Conflict with driveways and street trees.
Oxford Area School	Bay Road From 37m south of Bush Road to 20m north of Dohrmans Road. (RP 0.780 to RP 0.200)	30km/h	Conflict with existing trees. Move to a visible location.
Pegasus Bay School	<u>Mary Ellen Street</u> Solander Road to 20 metres east of Solander Road (Intersection of Solander Dr to RP 0.459)	30km/h	Location incorrectly recorded. Updated.
	<u>Pegasus Boulevard</u> 80 metres west of Solander Road to 35 metres east of Solander Road (RP 1.755 to RP 1.923)		Moved away from the intersection. Location prior to the parking bay.
Rangiora High School	<u>Wales Street</u> From East Belt to 25 metres west of Edward Street. (Wales Street RP 0.001 to RP 0.284)	30km/h	Incorrect location in the previous report.

School	Updated Location Details	Approved Variable Speed	Reason for Change
Ashley Rakahuri School	<u>Fawcetts Road/ Upper Sefton Road</u> (Fawcetts Road RP 0.899 to Upper Sefton Road RP 0.072)	60 km/h Fawcetts Road	Aligns with the current variable speed zone.
	<u>Boundary Road</u> 20 metres north of Fawcetts Road to 142 metres north of Fawcetts Road (RP 0.228 to RP 0.098)		Needs to be within the 80km/h zone.
	<u>High Street</u> 35 metres south of Fawcetts Road to 20 metres north of Canterbury Street, (RP 0.370 to RP 0.256)	30km/h on other roads	Boundary between speed limits too close to intersection. Overall zone not changed.
St Joseph's School, Rangiora	<u>Percival Street</u> 55 metres south of George Street to 110 metres north of Scott Street (RP 1.284 to RP 1.013)	30km/h	Error in the original report.
View Hill School	<u>Island Road</u> 270m to the west and 270m to the east of the school gate. (RP 4.789 to RP 5.173)	30km/h	Error in road name in the original report
Loburn School	<u>Hodgsons Road</u> 375 metres west of Loburn Whiterock Road to 920 metres west of Loburn Whiterock Road. (RP 1.085 to RP 0.402)	30km/h	Error in report. Electronic signs to be installed on Hodgsons Road .

- (c) **Notes** that changes are considered to be minor in nature; however, they are required to ensure that the variable speed zones comply with the requirements of the Land Transport Setting of Speed Limit Rule 2024.
- (d) **Notes** that New Zealand Transport Agency co-funding for the installation of the variable speed signs has been approved, with a Funding Assistance Rate (FAR) of 51%, which is our standard rate.

CARRIED

Deputy Mayor Redmond commented that the proposed changes addressed several inaccuracies and would ensure the signage locations were recorded more precisely. He, therefore, supported the motion.

Councillor Cairns thanked staff for the report and for the work undertaken in its preparation, noting that the motion was sensible.

Mayor Gordon also expressed his appreciation to staff for their efforts. He noted that the changes would make a meaningful difference for schools and was pleased that the NZTA subsidy was available to support the work.

8.3 Rangiora Croquet Loan Repayment Options – G MacLeod (Community Greenspace Manager)

G MacLeod took the report as read. He noted that the Rangiora Croquet Club (the Club) had made significant progress in growing its membership and had invested considerable resources in improving its operations, which had, in turn, enhanced the profile of the Millton Memorial Reserve.

Deputy Mayor Redmond questioned whether the Club had made any repayments since the loan was granted. G MacLeod confirmed that no repayments had been made. The Council had granted several deferrals (2016, 2019, and a further COVID-related reprieve), due primarily to the Club's focus on establishing national-standard croquet lawns and maintaining financial sustainability during periods of growth and disruption.

Deputy Mayor Redmond enquired what the purpose of the loan had been. G MacLeod explained that it was a cost-sharing contribution toward the construction of the Club building.

In a supplementary question Deputy Mayor Redmond further enquired whether the Council provided the Club with an annual grant. G MacLeod confirmed that the Club did not receive any grant funding from the Council.

Mayor Gordon asked what funds the Club had raised for the development of the croquet lawns and associated improvements. G MacLeod advised that the Club had invested more than \$100,000 into the greens, in addition to a substantial number of volunteer hours dedicated to their maintenance.

Mayor Gordon noted that a request had been made to consider normalising the surface for car parking and asked whether staff had investigated this. G MacLeod advised that this work had not yet progressed.

Councillor Fulton questioned the nature of the original concept plan for the Club and the history of its engagement with staff. G MacLeod explained that the facility's development to a national standard was the result of the expertise the Club brought to maintaining the croquet lawns and the diligence with which they cared for the asset. He noted that the project had not originally been intended to create a national-level facility; rather, the initial objective was to ensure the Club had an appropriate location from which to operate and the capacity to grow its membership.

Councillor Cairns observed that the Club's annual financial position was modest, with income of less than \$15,000 per year, while expenditure on plant, mowers, and greens maintenance amounted to approximately \$10,000. Affiliation fees were just under \$5,000. He noted that the Club was contributing a significant amount towards the management of what was, in effect, a Council asset. G MacLeod clarified that the Council's level of service did not include ownership or maintenance of croquet lawns; the Club held a ground lease, and if the Club were not present, the Council would not necessarily provide a croquet facility at that location.

Councillor Cairns further queried whether, based on a membership of 65, an additional \$50 per member would be a manageable contribution. G MacLeod advised that staff had been discussing options to reduce the loan to a more manageable level. He noted that the Club preferred that the loan be converted into a grant.

Moved: Councillor Ward

Seconded: Councillor Doody

THAT the Council:

- (a) **Receives** Report No. 260203019437.
- (b) **Requests** a report looking into the options of waiving the loan repayment options.

CARRIED

Councillor Ward commented that the Club, through its volunteer commitment and longstanding pride in its facilities, had achieved a great deal over many years without receiving the level of Council support that many other sporting clubs enjoyed. She considered the requested amount modest and emphasised the facility's importance to residents' health and safety. Councillor Ward noted the Club's significant pride in its asset and expressed the view that the Council should forgive the full amount and convert it into a grant.

Councillor Doody observed the substantial work the Club had undertaken to enhance the premises and acknowledged the effort invested in maintaining and beautifying the site. She commended the Club for its dedication and stated that it would be appropriate for the Council to provide support; therefore, she supported the motion.

Councillor Cairns indicated his support for the motion. He noted that the matter ultimately concerned service levels: the Council did not provide this level of service itself; the Club delivered it. Councillor Cairns observed that if the Council were required to provide such a service directly, it would not be financially feasible.

Councillor Fulton also supported the motion. He noted that one consideration for the future was whether the Council should apply grants more broadly, and whether a combination of grants and loans might be appropriate.

Mayor Gordon expressed his support for the motion. He noted he had attended numerous meetings with the Club over time and was pleased that the matter was now concluding. Mayor Gordon stated that he did not wish to see the Club burdened by a loan it could not reasonably service. He acknowledged the significant work undertaken to develop and maintain the grounds and observed that croquet was a growing sport that contributed positively to the health and wellbeing of residents.

Deputy Mayor Redmond also supported the motion. He anticipated that the forthcoming report would outline a range of options, including full remission of the loan. He indicated that his personal preference would be for the loan to be reduced or repaid over time through annual Council grants, which would avoid establishing an undesirable precedent or any perception of undue influence, while still recognising the substantial work the Club had undertaken in developing its greens.

In her right of reply, Councillor Ward thanked members for their support. She stated that she did not believe time and resources should be spent on prolonging a matter whose conclusion was, in her view, inevitable.

8.4 **Keep Rangiora Beautiful Distribution of Funds and to Dissolve** – Grant MacLeod (Community Greenspace Manager)

Item 8.4 was withdrawn from the agenda due and is rescheduled for consideration at the 5 May 2026 Council meeting, along with a deputation from Keep Rangiora Beautiful.

8.5 **Fee Waiver Terms of Reference and Grants Scheme Update** – K Howat (Parks and Facilities Team Leader)

K Howat spoke to the report, noting that the Council was being requested to consider the revision of the Fee Waiver Subcommittee's Terms of Reference. He advised that the revised Terms of Reference included four minor amendments. The key amendment pertained to clarifying reporting requirements, confirming that Building and Resource Consent fee waiver applications must be presented to the Subcommittee via a formal Council report prepared by staff, including an assessment against the criteria and financial considerations.

Moved: Councillor Doody

Seconded: Deputy Mayor Redmond

THAT the Council:

- (a) **Receives** Report No. 260309072023.
- (b) **Approves** the revised Terms of Reference for the Fee Waivers Subcommittee (Trim 260311073809).
- (c) **Notes** that only minor updates have been made to ensure the Fee Waivers Subcommittee is appropriately constituted to continue carrying out its previously delegated responsibilities.
- (d) **Notes** that fee waivers for facility hire costs totalling \$8,439.98 were approved for 12 community groups. That consent grant funding totalling \$8,000 was approved for two community groups for the period 1 July to 31 December 2025.
- (e) **Notes** that the annual budget for Fee Waiver is \$39,710 and that there is currently \$23,270 remaining for the second half of the financial year.
- (f) **Circulates** the report to the Community Boards for information.

CARRIED

Deputy Mayor Redmond commented that he had served on the Subcommittee since its establishment. Matters for Subcommittee consideration had grown to include Building and Resource Consent matters, so it was appropriate that they received a report when dealing with those matters. He thanked the staff for updating the terms of reference.

8.6 **Storm-Related Tree Damage Response** – K Howat (Parks and Facilities Team Leader)

K Howat spoke to the report, informing the Council of the additional expenditure incurred as a result of storm-related tree damage from the October and November 2025 wind events, and highlighted the associated risks to the Waimakariri District's tree stock.

Councillor Goldsworthy asked whether the Council currently assessed the risk factors associated with wind events. K Howat advised that the existing maintenance programme operated on a seven-year cycle for rural trees and a four-year cycle for urban trees. He noted that the recent appointment of a Tree Asset Officer, who was an experienced arborist, would increase the Council's capacity to undertake mitigation work. Where staff identified areas of concern, contractors were requested to carry out an assessment.

Responding to a further question from Councillor Goldsworthy, K Howat confirmed that no trees had been identified as areas of concern. He noted that approximately 95% of storm-related damage involved fallen limbs rather than wind-thrown trees.

Councillor McLaren enquired whether the current budget was sufficient to anticipate and respond to inevitable future events, and G MacLeod advised that staff were actively working on this matter.

Moved: Councillor Ward

Seconded: Councillor McLaren

THAT the Council:

- (a) **Receives** Report No. 260305070118.
- (b) **Notes** the total unbudgeted expenditure of \$102,759.08 was required to respond to the storm-related tree damage.
- (c) **Notes** that this will result in a forecast overspend in the 2025/26 Street, Reserve and Cemetery Tree Maintenance operations budget.
- (d) **Notes** that staff will review the current maintenance frequencies contained within the Street, Reserve and Cemetery Tree maintenance contract to ensure that current levels of service accurately reflect changes in impacts of weather events and report this back to the Community and Recreation Committee prior to the Long-Term Plan.
- (e) **Circulates** this report to Community Boards for their information.

CARRIED

Councillor Ward commented that the Waimakariri District had experienced severe wind events throughout 2025. She emphasised the importance of maintaining the Council's tree assets and ensuring ongoing upkeep. Councillor Ward congratulated staff on the appointment of a dedicated Tree Asset Officer to support this work.

Councillor McLaren thanked staff for bringing the matter to the Council's attention and expressed his support for the motion.

Councillor Mealings also supported the motion, noting that it was positive to see steps being taken to improve the care and management of the district's trees.

8.7 **Council Submissions to Central Government for the Local Government Consultation Period, February 2026** – D Caird (Senior Policy Analyst)

S Hart spoke to the report, noting that it sought endorsement of submissions made by Council staff to meet the consultation timeframes, but which could not be received at a formal Council meeting prior to the submission date. Staff created a working group across the Council to address the submissions due to the significant complexity and interdependencies among those proposals.

Moved: Councillor Ward

Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** Report No. 260303068734.
- (b) **Endorses** the submissions as listed in the table below.

Submission name	Date draft shared with Council	Date submitted
Council response to the Department of Internal Affairs Proposed Rates Target Model	29/01/2026	4/02/2026
Council response to the Emergency Management Bill (no 2)	29/01/2026	15/02/2026
Council response to the Planning Bill	2/02/2026	13/02/2026
Council response to the Natural Environment Bill	2/02/2026	13/02/2026
Council response to the Infrastructure Funding and Finance Amendment Bill	12/02/2026	20/02/2026
Council response to the Development Levies Proposal	12/02/2026	20/02/2026
Council response to the Simplifying Local Government Proposal	5/02/2026	20/02/2026

- (c) **Notes** all submissions were shared with Elected Members in draft form prior to final review and signature by the Mayor and Chief Executive.
- (d) **Notes** that final review and signing of submissions on behalf of the Council was delegated to the Mayor and the Chief Executive at the 6 May 2025 Council Meeting.
- (e) **Notes** the following submissions are before the Select Committee, and it is anticipated these Bills will be enacted before the general election:
- Council response to the Emergency Management Bill (no 2) (Trim 260126012458).
 - Council response to the Planning Bill (Trim 260126012223).
 - Council response to the Natural Environment Bill (Trim 260126012212).
 - Council response to the Infrastructure Funding and Finance Amendment Bill (Trim 260126012878).
- (f) **Notes that** the following submissions are still policy proposals or exposure drafts of Bills. These proposals will undergo further work before being introduced to parliament. If the proposals become Bills and undergo the usual legislative process, the Council would be able to comment at the Select Committee stage:
- Council response to the Department of Internal Affairs Proposed Rates Target Model (Trim 260126012458).
 - Council response to the Development Levies Proposal (Trim 260126013052).
 - Council response to the Simplifying Local Government Proposal (Trim 260126012829).

- (g) **Circulates** the report and attached submissions to the Community Boards for their information.

CARRIED

8.8 **Appointment to the Waimakariri Passchendaele Advisory Group** – K Rabe
(Governance Advisor)

T Kunkel spoke to the report, noting that the Waimakariri Passchendaele Advisory Group felt that community representatives would add value to the groups work. The group therefore requested that the Council consider appointing Neville Atkinson, Russell Keetley and Aaron Clark as the community representatives to the Advisory Group.

Moved: Deputy Mayor Redmond Seconded: Councillor Doody

THAT the Council:

- (a) **Receives** report No. 260316076982.
- (b) **Confirms** the recommended appointment of N Atkinson, R Keetley and A Clark as the community representatives to the Waimakariri Passchendaele Advisory Group.

CARRIED

Deputy Mayor Redmond, who served as the current Chairperson of the Waimakariri Passchendaele Advisory Group, endorsed the appointment of N Atkinson, R Keetley and A Clark as the community representatives to the Advisory Group. It was believed that the community representatives' useful insights and advice would be valuable for promoting the history of the Battle of Passchendaele and the Advisory Group's work.

Mayor Gordon noted that the Advisory Group had considered identifying suitable community representatives. He advised that both N Atkinson and R Keetley, who had been leading a project relating to the Passchendaele Cycle and Walkway, were considered appropriate appointments given their passion and enthusiasm for the initiative. He further endorsed A Clark, who participated in the Rangiora Returned and Services Association (RSA)'s recent visit to Passchendaele, Belgium, and whom had ideas for strengthening the relationship with the Zonnebeke community.

Councillor Fulton commented that A Clark would be a capable addition to the Advisory Group. His enthusiasm and knowledge of the history of the Passchendaele Offensive would be a valuable contribution to the Advisory Group's work.

8.9 **Appointment of a Council representative to the Community Liaison Group for the development of Waimakariri Irrigation's Wrights Road Storage Ponds** – T Kunkel
(Governance Team Leader)

T Kunkel spoke to the report, advising that Waimakariri Irrigation Limited (WIL) was constructing storage ponds on Wrights Road, Burnt Hill. In 2013, WIL was granted a building consent, and in 2014, a Resource Consent was issued; however, those consents were subsequently challenged in the Environment Court and granted in August 2020. As part of the Environment Court ruling, WIL was instructed to facilitate the establishment of a Community Liaison Group to consult with community representatives. The Council had been requested to appoint a representative to the Community Liaison Group, and it was recommended that the Council's Portfolio Holder for Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) be appointed.

Moved: Councillor Mealings Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 260316077135.

- (b) **Appoints** the Council's Portfolio Holder for Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater), Councillor T Fulton, as its representative to the Community Liaison Group for the development of Waimakariri Irrigation /Burnt Hill Storage Limited's Wrights Road Storage Ponds from 1 April 2026 until the end of the political triennium in 2028.
- (c) **Notes** that the Council's representative to the Community Liaison Group for the development of Waimakariri Irrigation /Burnt Hill Storage Limited's Wrights Road Storage Ponds will inform the relevant Council staff if and when required.

CARRIED

Councillor Mealings commented that, as the Council's Portfolio Holder for Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater), Councillor Fulton was an appropriate appointment to the group and would make an outstanding contribution.

Councillor Ward also supported the motion, noting the importance of the development of the storage ponds system to the Waimakariri District.

8.10 **ANZAC Day Services 2026** – T Kunkel (Governance Team Leader)

T Kunkel took the report as read.

The meeting adjourned for a workshop from 12:09pm to 12:23pm to discuss the Council representation at Anzac Day services.

Moved: Mayor Gordon

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** report No 260308071492.
- (b) **Appoints** Mayor Gordon and Councillors Doody, Mealings, and McLaren to attend the Ohoka Anzac Day service to be held at 11am on Friday, 24 April 2026, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with the Oxford-Ohoka Community Board.
- (c) **Appoints** Deputy Mayor Redmond and Councillors Cairns and McLaren to attend the Woodend Anzac service to be held at 6pm on Friday, 24 April 2026, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial. Noting that the Woodend-Sefton Community Board will also be laying a wreath.
- (d) **Appoints** Mayor Gordon and Councillors Bartle and Powell to attend the Sefton Anzac service to be held at 6pm on Friday, 24 April 2026, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with the Woodend-Sefton Community Board.
- (e) **Appoints** Mayor Gordon and Councillors Powell and Cairns to attend the Pegasus Dawn Service to be held at 5.55am on Saturday, 25 April 2026, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with the Woodend-Sefton Community Board.
- (f) **Appoints** Mayor Gordon and Councillors Goldsworthy, McLaren and Doody to attend the Veterans Dawn Parade to be held at 6:30am on Saturday, 25 April 2026, at the Rangiora RSA.
- (g) **Appoints** Deputy Mayor Redmond and Councillors Cairns and Bartle to attend the Kaiapoi Dawn Service to be held at 6.30am on Saturday, 25 April 2026, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with the Kaiapoi-Tuahiw Community Board.
- (h) **Appoints** Councillors Mealings, Fulton and Doody to attend the Oxford Anzac Day service to be held at 9.30am on Saturday, 25 April 2026, at the Oxford Cenotaph, and to lay a wreath. Noting that the Oxford-Ohoka Community Board will also be laying a wreath.

- (i) **Appoints** Councillors Goldsworthy and McLaren to attend the RSA Memorial Service to be held at 9.30am on Saturday, 25 April 2026, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with the Rangiora-Ashley Community Board.
- (j) **Appoints** Mayor Gordon and Councillors Cairns and Powell to attend the Kaiapoi Citizens' Anzac Day Service to be held at 9.45am on Saturday, 25 April 2026, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath. Noting that the Kaiapoi-Tuahiwi Community Board will also be laying a wreath.
- (k) **Appoints** Deputy Mayor Redmond and Councillor Bartle to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 9:45am on Saturday, 25 April 2026, at the Kaiapoi Cenotaph (Trousselot Park).
- (l) **Appoints** Councillors Doody and Fulton to attend the Cust Anzac Day service to be held at 10am on Saturday, 25 April 2026, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with the Rangiora-Ashley Community Board.
- (m) **Requests** a Rangiora-Ashley Community Board Member to attend the Fernside Anzac Day Service, to be held at 10am on Saturday, 25 April 2026, at the Fernside Hall and to lay a wreath on behalf of the Council and the Rangiora-Ashley Community Board.
- (n) **Appoints** Mayor Gordon and Councillor McLaren to attend the Rangiora Anzac Day Service to be held at 11:30am on Saturday, 25 April 2026, at the Rangiora Cenotaph, and to lay a wreath. Noting that the Rangiora-Ashley Community Board will also be laying a wreath.
- (o) **Appoints** Deputy Mayor Redmond and Councillor Bartle to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11:30am on Saturday, 25 April 2026, at the Rangiora Cenotaph.
- (p) **Appoints** Councillors Mealings, Fulton and Doody to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 11.30am on Saturday, 25 April 2026, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with the Oxford-Ohoka Community Board.
- (q) **Appoints** Mayor Gordon and Councillors Goldsworthy, McLaren, and Doody to attend the Striking of the Flag at 1:30pm on Saturday, 25 April 2026, at the Loburn War Memorial, and lay a wreath. Noting that the wreath will be laid in conjunction with the Rangiora-Ashley Community Board.
- (r) **Circulates** a copy of this report to all Community Boards for information, noting a separate report to the Community Boards appointing their representatives.

CARRIED

Mayor Gordon acknowledged the Governance Teams' support and commended the work done to support elected members on Anzac Day.

8.11 **Adoption of the 2025-2028 Governance Statement** – S Nichols (Governance Manager)

C Genet took the report as read and provided members with an overview of the proposed minor amendments to the Council's 2025-2028 Governance Statement, including updates to elected members' details following the 2025 Local Government election and to Waimakariri District population figures.

Responding to Councillor Powell's question, T Kunkel advised that workshops, as non-decision-making meetings, which were also not subject to the Standing Orders, would not be defined as official meetings under the Governance Statement.

Councillor Mealings questioned the status of the Waimakariri Biodiversity Trust. J Millward confirmed that the Trust was not a Council-controlled organisation, hence it was not included in the Governance Statement.

Mayor Gordon sought confirmation of the Waimakariri District population figures included in the 2025-2028 Governance Statement, and C Genet stated that the district's total population was reflected as 74,073.

Councillor Fulton asked whether the Waimakariri-Rakahuri CWMS Leadership Group should be included in the Governance Statement. J Millward noted that the Governance Statement did not include future Council Committees or functions.

Moved: Councillor Powell

Seconded: Councillor Cairns

THAT the Council:

- (a) **Receives** Report No. 260116007181.
- (b) **Adopts** the Governance Statement document for the 2025-28 triennium (Trim 260116007098), which will be placed on the Council website.
- (c) **Approves** the Governance Manager to undertake any minor edits prior to finalisation.
- (d) **Circulates** a copy of the document to the Community Boards.

CARRIED

8.12 **Ratification of the Canterbury Local Government Triennium Agreement** – S Nichols
(Governance Manager)

C Genet spoke to the report, noting that it sought ratification of the Canterbury Local Authorities' Triennial Agreement (the Agreement) 2025–28, including the terms of reference for the Canterbury Mayoral Forum. The Agreement formalises how councils in Canterbury communicate, co-operate, and collaborate, and mandates the Mayoral Forum as the primary mechanism for implementing it.

Moved: Councillor Goldsworthy

Seconded: Councillor Fulton

THAT the Council:

- (a) **Receives** Report No. 260310073255.
- (b) **Approves** the Canterbury Local Authorities' Triennial Agreement 2025-28. (Trim 260310073504).
- (c) **Authorises** Mayor Gordon to sign the Canterbury Local Authorities' Triennial Agreement 2025-28 on behalf of the Waimakariri District Council.

CARRIED

9. **HEALTH, SAFETY AND WELLBEING**

9.1 **Health, Safety and Wellbeing Report February 2026 and March 2026** – J Millward (Chief Executive)

J Millward took the report as read, and there were no questions from elected members.

Moved: Councillor Bartle

Seconded: Councillor Doody

THAT the Council:

- (a) **Receives** Report No. 260317078053.
- (b) **Notes** that there were no Worksafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) under the Health and Safety at Work Act 2015.

- (c) **Circulates** this report to the Community Boards for their information.

CARRIED

10. **COMMITTEE MINUTES FOR INFORMATION**

10.1 Minutes of the Audit and Risk Committee meeting 17 February 2026

Moved: Councillor Ward

Seconded: Councillor McLaren

THAT the Council:

- (a) **Receives** Item 10.1 for information.

CARRIED

11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1 Minutes of the Oxford-Ohoka Community Board meeting 4 February 2026

11.2 Minutes of the Woodend-Sefton Community Board meeting of 9 February 2026

11.3 Minutes of the Rangiora-Ashley Community Board meeting 11 February 2026

11.4 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 16 February 2026

Moved: Councillor Powell

Seconded: Councillor Bartle

THAT the Council:

- (a) **Receives** Items 11.1 to 11.4 for information.

CARRIED

12. **COUNCIL PORTFOLIO UPDATES**

12.1 **Iwi Relationships** – Mayor Dan Gordon

Mayor Gordon acknowledged the recent Annual Hui, noting that it had been an excellent event and a strong start to the year. He emphasised the importance of the Council's relationship with the Rūnanga and stated that preserving and strengthening that relationship was of significant value. Mayor Gordon regarded the Hui as a meaningful engagement and expressed his intention to continue supporting it in the years ahead.

12.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon

Mayor Gordon reported that at the previous Greater Christchurch Partnership meeting, a recommendation was adopted to place the partnership model on hold while the Government undertook work on its proposed reforms to simplify local government.

12.3 **Government Reforms** – Mayor Dan Gordon

Mayor Gordon noted that no further information had been received regarding the likely timing or implementation of the Government's proposed reforms. He advised that, in various discussions he had participated in across a range of local government forums, Government representatives had indicated they would engage with Local Government New Zealand before implementing any changes.

12.4 **Climate Change and Sustainability** – Councillor Niki Mealings

Councillor Mealings highlighted the following:

- The Organisational Greenhouse Gas Footprint 2024/25 Draft Report was progressing well and should be completed by the end of March 2026.

- The first meeting of the Biodiversity Champions and the Canterbury Climate Reference Group, which had representatives from 11 Canterbury councils, was held. Everybody was pleased to be back on board. It was interesting to hear from the smaller councils that still found significant value in being part of these groups.
- Food resilience, the Greenspace Team was overseeing an intern from Massey University who was working on a food resilience project and was trying to get a handle on our food resilience.
- Food Secure North Canterbury transferred to an intern.

12.5 **International Relationships** – Deputy Mayor Philip Redmond

Waimakariri Passchendaele Advisory Group – the Council had confirmed three community appointments.

13. **QUESTIONS**

Nil.

14. **URGENT GENERAL BUSINESS**

Nil.

15. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: Councillor Cairns

Seconded: Councillor Fulton

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved that the public be excluded from the following parts of the proceedings of this meeting.

- 15.1 Confirmation of Public Excluded Minutes of Council Meeting 3 March 2026
- 15.2 25/128 Mandeville Resurgence Drainage Upgrade – Stage 1A Tender Approval and Request to bring forward budget
- 15.3 Variation to Bellgrove Private Developer Agreement
- 15.4 Potential Strategic Property Acquisition, Rangiora

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

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
MINUTES			
15.1	Confirmation of Public Excluded Minutes of Council Meeting 3 March 2026	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. LGOIMA Section 7 (2)(a), (g) and (i).
WATER SERVICES			
15.3	25/128 Mandeville Resurgence Drainage Upgrade – Stage 1A Tender Approval and Request to bring forward the budget	Good reason to withhold exists under Section 7	To enable the local authority to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Section 7(2)(h) and (i).

REPORTS			
15.4	Variation to Bellgrove Private Developer Agreement	Good reason to withhold exists under Section 7	To enable the Council to carry out, without prejudice or disadvantage, commercial activities and enable the Council to carry on, without prejudice or disadvantage, negotiations and make available the information is likely to unreasonably prejudice the commercial position of the developer and the Council. LGOIMA Section 7(2)(bii), (h) and (i)
15.5	Potential Strategic Property Acquisition, Rangiora	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. LGOIMA Section 7 (2)(a), (g) and (i).

CARRIED**CLOSED MEETING**

The public-excluded portion of the meeting was held from 12:50pm to 1:41pm.

OPEN MEETING

15.3 **Variation to Bellgrove Private Developer Agreement** – C Roxburgh (Project Delivery Manager) and J McSloy (Development Manager)

Moved: Councillor Mealings Seconded: Councillor McLaren

THAT the Council:

- (a) **Receives** Report No. 260318078931.
- (b) **Agrees** to a variation of the Bellgrove Private Developer Agreement to incorporate the properties at 249 and 257 Coldstream Road, noting this is subject to the sale and purchase completing and the further detail proposed under recommendation (c).

CARRIED**16. NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday, 5 May 2026, commencing at 9am to be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1:41PM.

CONFIRMED

Chairperson
Mayor Dan Gordon

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RES-01-12: TRIM: 260224063056**REPORT TO:** COUNCIL**DATE OF MEETING:** 5 May 2026**AUTHOR(S):** Grant MacLeod (Community Greenspace Manager)**SUBJECT:** Keep Rangiora Beautiful distribution of funds and to dissolve**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


 General Manager



 Chief Executive
1. SUMMARY

- 1.1. The purpose of this report is to inform Council of the Keep Rangiora Beautiful Groups decision to dissolve itself and to seek approval to redistribute existing funds to the Waimakariri Biodiversity Trust to support the completion of their ongoing biodiversity work.
- 1.2. Keep Rangiora Beautiful (KRB) was established in 1989 as a volunteer group dedicated to urban beautification, litter reduction, and environmental care across Rangiora. KRB is aligned with the national organisation Keep New Zealand Beautiful, dedicated to beautification and environmental stewardship. Over nearly four decades, the group partnered closely with the Waimakariri District Council and has been involved in a variety of activities since 1989 including;
- Litter and graffiti abatement
 - Undertaking planting programmes around reserves and streets
 - Working with Council to advise where street trees or landscape enhancements would improve amenity
 - Environmental advocacy, providing eyes on the ground support for Council
 - Thousands of hours of volunteer labour and for the committee, regular meetings throughout the year
- 1.3. Due to declining membership, the group has now made the decision to has led to its decision to wind up in 2026.
- 1.4. KRB has a current grant from Council that equates to \$4,835.75 (Inc GST). The group would like this funding to continue supporting the community, particularly the project they had been working on, which is now being delivered by the Waimakariri Biodiversity Trust.
- 1.5. One of KRB's final initiatives was the Flaxton Ponds planting programme, developed in collaboration with Council staff and focusing on tree establishment in the pond area. To ensure this work is completed, KRB is requesting Council approval to transfer their remaining grant to the Waimakariri Biodiversity Trust, allowing the Trust to take over and complete the project.

Attachments:

- i. Letter from Keep Rangiora Beautiful (TRIM:260224063130)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 260224063056
- (b) **Approves** the grant from the current financial year of \$4,835.75 (Inc GST) to be reassigned to the Waimakariri Biodiversity Trust for the purpose of delivering the Flaxton Pond Planting project that the Keep Rangiora Beautiful have been working on for the past few planting seasons.
- (c) **Notes** that the Council, through Mayor Gordon, wish to officially thank Keep Rangiora Beautiful for the contribution it has made during its 37 years of service to Rangiora.
- (d) **Notes** that the percentage of this grant against the annual rates bill is 0.0045% and has been budgeted as part of the current financial year.
- (e) **Notes** that staff will ensure the grant for Keep Rangiora Beautiful is removed from future budgets, noting the group is no longer operating.
- (f) **Notes** that any future funding for the Waimakariri Biodiversity Trust would be considered by Council as part of an Annual Plan process following a submission from the Trust.
- (g) **Notes** that staff are assisting to redistribute replacement trees and 14 water wells from Keep Rangiora Beautiful. These trees will likely be utilised in the Flaxton Pond and Millton Avenue projects.
- (h) **Notes** that the water wells are of interest to the Matawai planting group and could support the work they are doing at Matawai Park.
- (i) **Circulates** this report and outcomes to the Rangiora Ashley Community Board.

3. **BACKGROUND**

- 3.1. In 1989 a group of people within the Rangiora Community came together to form the Keep Rangiora Beautiful Group. KRB aligned themselves to the Keep New Zealand Beautiful Group as an affiliated member.
- 3.2. Over the 37 years of operation, KRB has been involved in numerous planting projects, continued advocacy for environmental outcomes and litter/graffiti abatement projects. This is the core mantra of KRB, and they have done so with thousands of volunteer hours across Rangiora.
- 3.3. During its 37 years of operation, KRB had requested an annual grant from Council to assist it with the work it delivers within the community. This grant sits at \$4,835.75 (Inc GST) for the current financial year. This grant is yet to be drawn down this financial year and KRB is requesting that the funding goes instead to a project of interest to them the Flaxton Pond Planting project that is now being run by the Waimakariri Biodiversity Trust.
- 3.4. In late 2025, members of KRB met with the General Manager of Community and Recreation and the Community Greenspace Manager to inform staff of their decision to dissolve the group. At this time KRB identified several issues it wished to resolve prior to is ceasing operation.
- 3.5. The matters of importance that KRB have listed in its letter to the Rangiora Ashley Community Board, include arrangements for planting of trees that the KRB currently holds. Current KRB members ongoing interest in assisting with local planting and maintenance projects, and the distribution of its residual funds, notably its Council grant of \$4,835.75 (Inc GST) for the current financial year.

- 3.6. Within the letter, the KRB have also signalled a note of thanks to the Waimakariri District Council and the Ashley / Rakahuri Community Board (as they were known prior to becoming the Rangiora Ashley Community Board) for their ongoing financial support during the groups 37 years of operation.
- 3.7. KRB have also outlined the resolution that they are seeking from the Community Board:
- *That the Rangiora Ashley Community endorses the re-distribution of any residual funds of the Keep Rangiora Beautiful Group to the Waimakariri Biodiversity Trust. The group will organise this as part of the final winding up process due to be completed by the end of March.*
- 3.8. As the delegation to redistribute this grant sits with Council, the report is being presented directly to Council for decision. Once Council has made its decision, the outcome will be shared with the Rangiora Ashley Community Board

4. ISSUES AND OPTIONS

- 4.1. Council has the following options to consider with the request put forward by KRB.
- 4.2. **Option One** – Approves the redistribution of the current community grant.
- 4.3. Keep Rangiora Beautiful is winding up and will have \$4,835.75 in residual funds from its community grant that Council has assigned to it for the current financial year. The group has requested that this remaining balance be redistributed to the Waimakariri Biodiversity Trust to support local biodiversity projects within Rangiora.
- 4.4. Council funding provided to KRB historically supported beautification, planting, and environmental enhancement. The Waimakariri Biodiversity Trust undertakes biodiversity protection, planting, habitat restoration, and similar environmental work, meaning the transfer remains broadly aligned with the original intent of KRB's activities and Council's prior investment.
- 4.5. The project they have planned is the work that KRB was intending to complete with this year's grant. That is the remaining planting at the Flaxton Pond which KRB has been working with council staff to deliver. Most of this work has been done via the three waters team with support from greenspace. There are further plantings to complete on the Fernside Road frontage and drainage swale area. This is a deliver ready project that simply requires implementation rather than any further planning or approvals.
- 4.6. Several KRB members have already moved into other environmental groups, including the Waimakariri Biodiversity Trust and Council-supported initiatives. Supporting the transfer would help maintain continuity of community-led environmental work and honour the long-standing contributions of KRB volunteers.
- 4.7. For the above reasons, staff are recommending this option.
- 4.8. **Option Two** – Declines the redistribution of the current community grant.
- 4.9. KRB has provided in writing that its preference is for the remaining funds to be passed to the Waimakariri Biodiversity Trust, ensuring the money continues to support environmental projects within the Rangiora community—work that aligns closely with KRB's longstanding purpose and legacy.

- 4.10. The risk associated with approving the transfer is considered low. The Waimakariri Biodiversity Trust is an established organisation operating in the same environmental and community space that KRB has historically contributed to, and several KRB members are already moving into or collaborating with this Trust. Supporting the transfer therefore represents a practical, low-risk continuation of environmental stewardship in the district.
- 4.11. Endorsing the transfer acknowledges the significant service of KRB volunteers, and ensures their final contribution is used for the benefit of the local environment. Allowing the funds to follow the volunteers and their ongoing efforts provides greater community value than returning the funds to Council.
- 4.12. The Council does have the option to return the funds and not draw them down. The rate impact of doing so would be 0.0045% in the current financial year.
- 4.13. Staff are not recommending this option as it does not align with the desire of the KRB committee and its redistribution is seen as low risk.
- 4.14. **Option Three** – Staff are directed to assist the group with capacity building.
- 4.15. This option would see staff working alongside the committee, however noting that they have decided to dissolve on their own accord. Whilst the group has come to a point that dissolution is an option, the members are still keen to continue with the good work they have done under the KRB banner. Members have already joined other groups, noting in the letter to the Rangiora Ashley Community Board two trustees on the Waimakariri Biodiversity Trust have come from the KRB membership. This demonstrates a willingness to carry the work of the group on and hence the request to have the Waimakariri Biodiversity Trust finish the Flaxton Pond Planting.
- 4.16. Staff are not recommending this option as KRB have made a decision of their own accord to dissolve and join other groups to continue on the work they have done over the last 37 years.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

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

- 5.3. With the winding up of KRB, other community groups are well-placed to continue carrying the environmental mantle. Many KRB members have already begun contributing to these organisations, and some are actively supporting Council's solid waste team. These groups are likely to carry forward the legacy of KRB's volunteers, ensuring that the knowledge, passion, and momentum built over decades is not lost as members transition into new roles.

5.4. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report. The KRB are requesting that the grant they have from Council is redirected to the Waimakariri Biodiversity Trust. Whilst this funding is currently identified within existing financial year budget, it requires Council approval to move the grant from one organisation to another, noting that the same accountability process would be required. If the grant was not drawn down, this would equate to a saving of 0.0045% to rates for the current financial year.

This budget is included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do sustainability and/or climate change impacts. The impacts of the project are of benefit to the environment and therefore climate.

6.3 Risk Management

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

6.3 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report. The work that the KRB has done over the years have supported all four pillars of Council's community outcomes of environmental, social, cultural and economic.

7.4. Authorising Delegations

Council has the delegation to receive this report the delegation to approve the final recommendations.



Keep Rangiora Beautiful Group

C/-Adrienne McGowan- Secretary
 Atawhai, 163 Fernside Road, Kaiapoi 7691
 Email: adrienne.atawhai@gmail.com
 Phone/Txt 027 314 7725

February 20, 2026

Grant MacLeod
 Manager Green Space Unit
 Community and Recreation
 Waimakariri District Council

For Attention: **Liz McClure**
 Chair Ashley/Rangiora Community Board

WINDING -UP OF THE GROUP DISTRIBUTION OF RESIDUAL FUNDS

Dear Liz,

It is with much regret that the Keep Rangiora Beautiful Group, advises that it will cease to operate as from end of March 2026. Over the last couple of years, the group has struggled to attract both new members and meet expectations to deliver small planting projects across Rangiora with only a few retired members to do the work.

We met with Chris Brown, the Head of the Recreation and Community Division and Grant MacLeod Manager of the Green Space Unit in December to inform them about our decision and discuss a few matters.

A few issues to consider:

1. Arrange for planting of trees that we have purchased.

The Green Space Unit will arrange for its contractor to pick up and plant the replacement trees that we purchased last year for the Flaxton Ponds and Milton Avenue projects. We would also gift back 14 Water Wells to the Council for use on other trees.

2. Members continuing interest in assisting local planting and maintenance projects

As discussed at the meeting with Council staff there is still a keenness by members to participate in actioning planting projects. Members were interested in joining with other groups and participating in Council organised biodiversity projects. There was acknowledgement that joining the Waimakariri Biodiversity Trust for example would enable our members to be even more involved in a wider range of projects. Members have also been helping council staff with weed control at Matawai Park, and others involved with litter collection and maintenance work associated with the Council's waste minimisation project.

Sandra Stewart and Grant Edge are both now Trustees with the Waimakariri Biodiversity Trust and will continue to promote biodiversity action in that role.

4. Distribution of Residual Funds.

At this stage the group it is likely to have residual funds of about \$2000+.as we wrap up business. We suggest that this money be transferred/gifted from the group's account to the Waimakariri Biodiversity Trust rather than being returned to Council. This money would be put , toward one of the local Rangiora projects that the group has on its list, or otherwise an agreed project of interest.

Note of Thanks

The Keep Rangiora Beautiful Group wishes to thank the Waimakariri District Council, the Ashley Rakahuri Community Board and the Council's Parks staff for their on-going financial support for the group over the last 40 years.

This funding and assistance have helped deliver planting and litter collection projects around Rangiora during this time.

We acknowledge past member of the society and the tremendous work undertaken, not only in planting projects, but weeding, litter collection and recycling campaigns. Much of the work of the group was recognised in our 2019 30-year celebration booklet, which provides a great record of projects delivered by our dedicated volunteer members.

RESOLUTION

THAT the Ashley/Rakahuri Community Board endorses the re-distribution of any residual funds of the Keep Rangiora Beautiful Group to the Waimakariri Biodiversity Trust. The group will organise this as part of the final winding-up process due to be completed by the end of March.

Kind Regards

Chair Greg Miller

Secretary Adrienne McGowan

Treasurer Grant Edge

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-152-08 / 260420099349**REPORT TO:** COUNCIL**DATE OF MEETING:** 5 May 2026**AUTHOR(S):** Don Young, Senior Engineering Advisor**SUBJECT:** Gravel Haulage Reference Group – Terms of Reference**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to request approval for the formation of a “Gravel Haulage Reference Group” (GHRG) and the adoption of a Terms of Reference for a new group.
- 1.2. Previously, a gravel extraction company (SOL) has been granted gravel extraction resource consents by Environment Canterbury, to extract gravel from the north bank of the Waimakariri River at a site called Baynons Break. There is approximately 80,000 m³ remaining of this consented volume.
- 1.3. SOL have now been sub-contracted by Downers to supply and cart this gravel to an NZTA project, the Belfast to Pegasus (B2P) early works package.
- 1.4. The haulage route of this gravel is intended to be via Baynons Rd / Haywards Rd / South Eyre Rd / Tram Rd / Island Rd. This is one of a number of gravel sources and gravel routes that are being utilised for this work.
- 1.5. Since residents became aware of the planned route, there have been a considerable number of issues /concerns raised. The residents are concerned about issues including road safety, pedestrian and horse rider safety, road damage, noise and vibration, and health effects. The Council has met on several occasions to discuss the concerns and arranged some mitigations with the contractor. However, these have not fully alleviated their concerns.
- 1.6. The haulage route has been authorised by the Waimakariri District Council by way of approving the Outline Plan for the B2P, which is the documentation submitted to give effect to the B2P Designation in the District Plan, although this authorisation is in the process of being challenged by the residents.
- 1.7. Regardless of the outcome of this challenge, there is considerably more gravel that will need to be removed from the north bank of the Waimakariri River, in order to properly manage the flood risk from the river. Therefore, it is desirable for the whole community that consideration is given to all of the options for haulage of gravel from this area.
- 1.8. Due to the lack of clear alternative options, and the importance of getting an industry-wide understanding of the issues and consideration of options and mitigations for the residents’ concerns, a Reference Group that includes the regulators, the extractors and the Community is recommended to be established.

Attachments:

- i. Gravel Haulage Reference Group Terms of Reference (Trim: 260420099341)

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260420099349.
- (b) **Approves** the formation of the Gravel Haulage Reference Group.
- (c) **Adopts** the Gravel Haulage Reference Group Terms of Reference (Trim: 260420099341)
- (d) **Approves** an additional expenditure of \$20,000 from Rooding Operations (GL10.260.667.2465) to cover staff time and a facilitator.
- (e) **Notes** that Rob Kerr from Kerr and Partners will be the facilitator of the Reference Group, at an expected cost of \$10,000.
- (f) **Notes** that staff will be contacting residents on Baynons, Haywards, Taylors and Greigs Roads and requesting they appoint representatives to the Reference Group, as well as contacting the companies and organisations listed for acceptance on the Reference Group.
- (g) **Notes** that staff will organise the first meeting of the Reference Group once the above process is completed.
- (h) **Notes** that staff will be approaching selected landowners to discuss their view on selling land for a potential haulage route before the first meeting of this Reference Group.

3. BACKGROUND

- 3.1. Previously, a gravel extraction company (SOL) has been granted gravel extraction resource consents by ECan to extract gravel from the north bank of the Waimakariri River at a site called Baynons Break. There is approximately 80,000 m³ remaining of this consented volume.
- 3.2. SOL have now been sub-contracted by Downers to supply and cart this gravel to an NZTA project, the Belfast to Pegasus (B2P) early works package. The haulage route of this gravel is intended to be via Baynons Rd / Haywards Rd / South Eyre Rd / Tram Rd / Island Rd. This is one of a number of gravel sources and gravel routes that are being utilised for this work.
- 3.3. Since local residents became aware of the planned route, there has been considerable protest which has raised a number of issues of concern. These include road safety, pedestrian and horse rider safety, road damage, noise and vibration, and health effects.
- 3.4. The Council has met on several occasions to discuss the concerns raised and have agreed a number of mitigations with the contractor. However, these have not removed the concerns from the residents' perspective.
- 3.5. The haulage route has been authorised by the Waimakariri District Council by way of approving the Outline Plan, which is the documentation submitted to give effect to the designation under the District Plan for the B2P, although this authorisation is in the process of being challenged.
- 3.6. Unless the legal process by the residents successfully overturns the current authorisations, and requires an immediate halt to this haulage, then it is assumed that the currently consented 80,000m³ will continue to use Baynons Rd.

- 3.7. However, regardless of the outcome of this challenge, there is considerably more gravel that will need to be removed from the north bank of the Waimakariri in order to properly manage the flood risk from the river. Therefore, it is desirable for the whole community that consideration is given to options for haulage over the longer term including the existing road network and potentially a more permanent haulage route or routes are identified and agreed on.
- 3.8. There is estimated to be a very large quantity of gravel to be removed from this section of the Waimakariri River over time. This volume has not been fully estimated, but there are significant volumes that are currently on a consenting path. In addition to the 80,000m³ currently consented, there are other consents already granted to extract gravel from the north bank.
- 3.9. In addition, there is an application for a further 376,000m³ on hold, and recently a further 500,000m³ has been applied for in a section further downstream. Not all of this additional material will be removed via the north bank as the exit point can depend on the location of the river braids. However, there is a significant quantity of material to come from the river to ensure that the required flood flow capacity can be carried within the river area. This helps reduce the risk of flood water breaching the stop bank system.
- 3.10. Currently, there are little or no requirements or incentives for the gravel haulage industry to consider alternatives to the quickest routes, especially when in direct competition with others. Therefore, any approach needs to engage with both the regulators (to understand any regulatory tools), and the industry (to understand their willingness for a voluntary approach). This is necessary in order to provide a level playing field for all of the different extractors using this resource.
- 3.11. Note that there are only one or two possible options for constructing a road that avoids most residences on private property, and it is considered prudent to approach those landowners in advance of the GHRG meeting. This ensures that a public group will not be discussing the possibility of purchasing private land, before those landowners are aware of it.
- 3.12. Therefore, this report also recommends that the Council staff approach the landowners who will be impacted by any potential option in advance to understand their views and feed that into the CHRG discussions.

4. ISSUES AND OPTIONS

- 4.1. There are only a small number of options for hauling gravel from the north side of the Waimakariri, and all of them have disadvantages of some form.
- 4.2. Each of the existing public roads has residents living alongside, and each of those roads has various issues, such as being unsealed, having difficult bends / curves, or having narrower local road sealed sections. Therefore, the volumes of gravel still to be removed and carted away will likely concern residents any of those roads.
- 4.3. An alternative that has been raised is haulage along the 'old haul route' which is located along the northern bank of the Waimakariri River, within the boundaries of the Waimakariri River Regional Park. This option may be suitable for a portion of its length but, especially at the lower end, has major issues associated with recreational use, including conflicts with other users such as biking, walking, fishing, horse-riding and jetboating. In addition, the current intersection with Old North Road, the entrance/exit to the park, and the internal roading layout within the park have significant safety deficiencies.
- 4.4. The option of a dedicated haulage route direct from the gravel source to non-local roads may be an option, but this would require land purchase, and would have its own funding, legal and consenting challenges.

- 4.5. In summary, there is no easy solution, and there are likely to be different preferences held by different parties. However, given the long-term nature of this activity needing to occur, it will not go away anytime soon and will likely be revisited each time a new gravel extraction consent is sought or given effect to.
- 4.6. In addition, the gravel extraction companies are all in competition with each other and therefore are naturally looking for the most cost-effective solution.
- 4.7. At the moment, there are no statutory or regulatory powers that can require the haulage to be taken a particular route. Therefore, consideration could be given to either a regulatory framework that requires all parties to use certain routes, or a voluntary agreement that this will occur.
- 4.8. For this reason, an industry wide group to consider long term sustainable options is recommended.

4.9. Council has the following options available to them:

4.10. Option 1 – Approve the formation of the Gravel Haulage Reference Group and the Terms of Reference

The option would allow the Council to appoint the Gravel Haulage Reference Group (GHRG) in accordance with the attached Terms of Reference.

This would begin the process of working with other key stakeholders to determine the most suitable haulage routes, as well as the necessary regulatory and funding frameworks necessary to give effect to it.

This option is the recommended option as it seeks to work constructively with partners, industry and the Community to determine the best path forward.

4.11. Option 2 – Approve the formation of the Reference Group but Amend the Terms of Reference

These options would see the Council choose to appoint the Gravel Haulage Reference Group but amend elements of the Terms of Reference that it chooses.

The terms of reference have been developed to ensure there is representation all key stakeholder groups and it is considered that changing this could result in representation

4.12. Option 3 – Decline the formation of the Reference Group and the Terms of Reference

This option would result in Council choosing to not appoint the Gravel Haulage Reference Group in accordance with the attached Terms of Reference.

If Council chose this option, it would be relying on the current consenting and approval processes that are already in place. These processes include Environment Canterbury authorisations, including the gravel availability assessment, the extraction resource consent, and the Access Agreement (for travel through ECan land).

In addition, Waimakariri District Council now has a requirement for high traffic generating activities included in the Partially Operative District Plan, which will be triggered for activities that generate over 200 vehicles per day, or 20 truck and trailer return trips per day. However, it would appear from the issues being raised by residents currently that these processes are not fully taking account of all areas of concern. This is a viable option and would meet the Council's obligations as a territorial authority.

Implications for Community Wellbeing

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

The current regulatory based approach of considering gravel haulage has created quite a lot of concern about a wide range of wellbeing issues. The establishment of the GHRG will consider these in its deliberations.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to have an interest in the subject matter of this report. They are included in the membership list in the draft Terms of Reference.

5.2. **Groups and Organisations**

There are groups and organisations likely to have an interest in the subject matter of this report. In particular, the residents of the roads close to the extraction areas and users of the recreation areas close by have raised concerns about the current approach, and there is some representation included in the draft Terms of Reference. In addition, the gravel extraction and haulage companies will be impacted by any change to the status quo.

5.3. **Wider Community**

The wider community is likely to have an interest in the subject matter of this report. The wider community benefits from the flood protection offered by gravel extraction, developments that use the gravel for foundations, and roads that are constructed using this gravel.

On the other hand, haulage routes can have a perceived negative effect on residents and the travelling public on a significant number of the district's roads.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

The main cost in establishing the Reference Group will be staff time / administrative costs and the facilitator. The estimated cost for this is \$20,000, which is split into \$10,000 to cover staff costs, and a further \$10,000 for the facilitator to cover preparation, attendance and closing out of a series of GHRG meetings, as well as some time for side discussions with different parties to assist facilitate a solution.

In addition, depending on the outcome of the deliberations and the consequential Council decisions, there may be financial and funding implications. These are not included in the Annual Plan/Long Term Plan and will be included in any further report.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The gravel build-up in the river will increase with a greater number of rainfall events, and strength of river flows due to climate change. Therefore, removal of this gravel becomes more important.

The demand for gravel will increase as floor levels for future developments get higher to protect properties from flooding.

6.3. **Risk Management**

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

There is a risk that because this approach does not deal with the immediate current residents' perception regarding currently consented gravel haulage, that it will not be well received amongst the residents. This will be partially mitigated by the motivation to achieve a better long-term alternative.

There is a risk that this approach will not agree on a solution, or that no viable alternatives are found that suit the residents. This will be partially mitigated by having all parties in the room, and by having a separate facilitator to facilitate the meetings.

There is a risk that the outcomes from the Reference Group will not be acceptable to the Council, the community or wider stakeholders. This may be due to particular compromises, or financial challenges. This will be considered if it occurs.

6.4. **Health and Safety**

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

One of the elements to be considered in any option is how best to address the residents' concerns about the health and safety of the haulage activity.

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**

This matter is affected by the Local Government Act, Resource Management Act, Land Transport Management Act, and Public Works Act.

7.3. **Consistency with Community Outcomes**

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

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

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Environmental: a place that values and restores our environment

- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

Economic: a place that is supported by a resilient and innovative economy

- Enterprises are supported and enabled to succeed.
- Infrastructure and services are sustainable, resilient, and affordable.

7.4. **Authorising Delegations**

This report is best considered by the Council, due to the high public interest in the matter.

TERMS OF REFERENCE

GRAVEL HAULAGE REFERENCE GROUP (GHRG)

1. Purpose

To investigate options for gravel haulage routes from the north bank of the Waimakariri River, in particular between Hars Rd and State Highway 1.

2. Background

The Waimakariri River is a major braided river that runs through the Canterbury plains, and borders both Waimakariri District Council, and Christchurch City Council. It is a very active river and brings many thousands of cubic metres of gravel into the lower reaches every year. Historically, the Waimakariri River has caused some serious flooding, and so ECan have established a multi-pronged approach to flood mitigation. One of those initiatives is to have an active programme to remove gravel regularly, by consenting gravel extraction.

In addition, there is a continuing large programme of roading and infrastructure builds, along with continued growth and private developments happening or planned within the Waimakariri District. Therefore, there is a continued requirement for large quantities of gravel.

The impending haulage of gravel for the Belfast to Pegasus (B2P) highway early works along some quiet neighbouring roads has highlighted issues relating to the difference in expectations between large haulage volumes and the safety and amenity of the existing rural roads bordering onto the Waimakariri River.

Therefore, this Reference Group is being established to look at the available options, and to seek consensus between the regulators, the extractors and the local community.

3. Membership

- Mayor, Waimakariri District Council (Chair)
- Roading Portfolio Holder, Waimakariri District Council
- Chief Executive, Waimakariri District Council
- 2 x Northern Ward Councillors, Environment Canterbury
- South Island Relationship Manager, NZ Transport Agency
- 1 x Representative from Ngai Tūāhuriri
- Representatives from Gravel Extraction Companies (1 from each company)
- 6 x Representatives from local residents' groups (to be appointed by residents of Baynons, Haywards, Taylors, Watts and Greigs Roads)

4. Staff and Consultant Support

- Facilitator – Rob Kerr
- Staff from Waimakariri District Council (as appointed by CE)
- Staff from Environment Canterbury (as appointed by Environment Canterbury)

TERMS OF REFERENCE

GRAVEL HAULAGE REFERENCE GROUP (GHRG)

5. Administrative Support

- Provided by Waimakariri District Council

6. Quorum

No less than the following:

- 8 Representative in total, including at least:
 - 1 x Waimakariri District Council Elected Member.
 - 1 x Environment Canterbury Elected Member.
 - 2 x Gravel Haulage Representatives.
 - 2 x Local Residents' Representatives.

7. Objectives

- 7.1 To consider all opportunities for haulage of future gravel supply from the north bank of the Waimakariri River, in particular between Hars Rd and State Highway 1, including utilisation of the following:
 - 7.1.1 Existing legal roads (both formed roads, and unformed paper roads),
 - 7.1.2 The Waimakariri River Regional Park land, and
 - 7.1.3 Alternate routes including access over private property
- 7.2 In that consideration, to take into account:
 - 7.2.1 Benefits of removing gravel from the Waimakariri River
 - 7.2.2 Benefits of using gravel for the betterment of Waimakariri District, Christchurch City and the wider Canterbury region.
 - 7.2.3 Effects of haulage on existing residents
 - 7.2.4 Effects of haulage on users of the Regional Park
 - 7.2.5 Effects of haulage on aquatic and terrestrial ecology
 - 7.2.6 Effects of haulage on traffic safety on the associated roads
 - 7.2.7 Financial viability of the haulage operation
 - 7.2.8 Costs of upgrading and maintaining the options

8. Not in Scope

- 8.1 Seeking alternatives for the existing consented gravel take (80,000 m³). This is being considered separately.
- 8.2 Consenting and haulage of future gravel extraction from the Ashley/Rakahuri River or any other locations.

9. Outcomes

- 9.1 To provide a report to the Waimakariri District Council that outlines:
 - 9.1.1 The issues
 - 9.1.2 The options considered
 - 9.1.3 Advantages and disadvantages of each haulage route option

TERMS OF REFERENCE

GRAVEL HAULAGE REFERENCE GROUP (GHRG)

- 9.1.4 Approximate high order costs of making each haulage route suitable
 - 9.1.5 Possible funding mechanisms, with recommendations
 - 9.1.6 Recommendations on haulage route and funding mechanisms
 - 9.1.7 The parties in agreement and the parties in opposition with the recommendation
 - 9.1.8 Remaining risks and matters to be resolved
 - 9.1.9 Suggested way forward
- 9.2 The GHRG are to present the report to the Council by September 2026, in order to allow any financial and/or funder requirements to be included in the draft Long Term Plan for consideration.
- 9.3 The GHRG shall work together in a collaborative manner, in the spirit of partnership and with the aim of achieving the best outcome for all key stakeholders.

10. Delegation

- 10.1 Only Council staff may authorise work to be undertaken and for the issuing of orders for services/supplies and the authorising of invoices for payment.

11. Decision Making

- 11.1 Decisions will, in so far as it is possible, be reached by consensus. Where this is not achievable, decisions will be made by voting with a simple majority attending that meeting being required.
- 11.2 Any dissenting voices shall be recorded in the final report to Council.

12. Financial Management

- 12.1 The Council's financial year is from 1 July to 30 June.
- 12.2 The preparation of the Waimakariri District Council's draft Long Term Plan (LTP) for 2027-37 begins in October/November of 2026, for consultation from March 2027 and adoption by June 2027.
- Any financial or funding recommendations need to be advised before finalising the draft LTP, so that it can be considered in Council's deliberations.
- 12.3 Similarly, Environment Canterbury's draft LTP will have a similar timeframe. Therefore, the Waimakariri District Council will need to recommend inclusions in Environment Canterbury's LTP at a similar timeframe.
- 12.4 Costs associated with the operation of the GHRG shall be authorised by the WDC CE or his delegate.

TERMS OF REFERENCE

GRAVEL HAULAGE REFERENCE GROUP (GHRG)

13. Legal Responsibilities

In working together to achieve the objectives of the Gravel Haulage Project, the Council and the Reference Group are required to comply with all relevant legislation and regulations.

These include, but are not limited to:

- The Health and Safety at Work Act 2015
- Local Government Act 2002
- Resource Management Act
- Land Transport Management Act
- Public Works Act

14. Administration

The agenda and minutes for the GHRG meeting will be prepared by the Waimakariri District Council administration assistance. The agenda and minutes will be filed in TRIM and distributed to all members.

The outline agenda for the meeting shall generally be as follows:

1. Apologies
2. Previous Minutes
3. Matters Arising
4. Staff Reports (milestones, programme, issues, budget, risk, health and safety)
5. Risks, Issues or Concerns
6. Community Engagement and Media
7. Reports to Council, Committee or Community Board
8. General Business

15. Meeting Frequency

The GHRG shall meet when requested to do so for matters relating to the purpose of the Reference Group, as above.

16. Location

The GHRG will meet at the Council Chambers

17. Duration

The GHRG will function until a report is submitted to the Council, or longer if agreed by the Council.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CPR-04-19-37. TRIM: 260423102110**REPORT TO:** COUNCIL**DATE OF MEETING:** 05 May 2026**AUTHOR(S):** Grant MacLeod (Greenspace Manager)**SUBJECT:** Rangiora Croquet Loan Repayment Options**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to outline options for addressing the outstanding Rangiora Croquet Club loan relating to the construction of the club building at Millton Memorial Reserve. The original \$42,000 loan was approved in 2014 based on a joint development with the Table Bowls Club, with repayments scheduled to begin in 2016.
- 1.2. Since that time the Club has sought and received several deferrals (2016, 2019, and a further COVID-related reprieve), due primarily to its focus on establishing national-standard croquet lawns and maintaining financial sustainability during periods of growth and disruption.
- 1.3. The Club have indicated to staff through a letter received on the 21st of April 2026 that they are in favour of the loan being transferred into a grant. They have stated that this would allow the Club to continue with their plans in building up reserves for the replacement of assets, in particular their mower which is an integral part of their operation to keep the lawns in playing condition.
- 1.4. Over the past decade, the Club has prioritised the development of four high-quality lawns, which are maintained at the Club's expense through significant volunteer labour and operational funding. This investment—along with strong membership growth to 64 members—has created a valuable recreational asset for the Rangiora community. The Club's financial information indicates ongoing operating deficits, limited reserves, and increasing difficulty accessing external funding. The Club states that loan repayments at any significant level would negatively impact its ability to maintain its facilities and retain members, many of whom are elderly and sensitive to fee increases.
- 1.5. Council's options range from writing off the loan entirely to establishing a revised repayment plan. The Club's preferred option is full loan forgiveness, maintaining that the community value of the lawns and their self-funded development exceeds the value of the debt.
- 1.6. Staff have reviewed a set of alternative repayment scenarios, including adjusting the loan to reflect the Club's actual building footprint (40.8% instead of 45%), or reducing the repayment sum to reflect construction costs the Club believes were Council's responsibility. Under this calculation (Option 2d), the Club's remaining repayment obligation would total \$9,958.34, repayable interest-free.
- 1.7. Staff consider Option 2d to be the most balanced approach. It recognises the Club's financial constraints, acknowledges reasonable claims about construction-related costs, and avoids setting a full-write-off precedent that may create equity risks with other organisations that have repaid loans in full. The recommended option enables a

manageable repayment arrangement over 36 months while ensuring a portion of the original loan is still recovered.

- 1.8. Approval of this option would require Council to write off the remaining \$32,041.66 as a grant. It is noted that other clubs have repaid their loans, and writing off this amount could create a perceived equity risk across Council's loan portfolio.
- 1.9. However, a mitigating factor is the club's need to invest in its lawns to remain viable and continue operating. The lawns are Croquet's primary asset and essential to the activity itself, with the building being a secondary asset. Supporting the club's ability to maintain its key asset helps safeguard ongoing community use.

Attachments:

- i. Confirmation letter to accept loan from Rangiora Croquet Club 2014, TRIM:140331032249
- ii. Term loan agreement, TRIM:140408036239
- iii. Proposed Rangiora Croquet Club Loan Repayment Schedule, Trim: 260309072583
- iv. Letter from Rangiora Croquet 21st April 2026, TRIM: 260422100945

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260423102110.
- (b) **Approves** Option 2d with Council entering a loan repayment arrangement with the Rangiora Croquet Club for the repayment of a total amount of \$9,958.34. This would have a 36 month term period from 1st July 2026 through to 30th June 2029.
- (c) **Notes** that the Rangiora Croquet Club have indicated that their preference is for the loan to be transferred to being a grant as per the letter in attachment iv of this report.
- (d) **Notes** that equal payments over the course of the 36 months would equate to a monthly payment of \$276.62 or annual payment of \$3,319.44 (totalling 3 payments) to reach the total repayment figure of \$9,958.34.
- (e) **Notes** there is no interest included in the payment options recommended to Council.
- (f) **Approves** the remaining balance of the loan, totalling \$32,041.66, to be treated as a grant and expensed in the relevant financial year.

OR

Approves the remaining balance of the loan, totalling \$32,041.66 to be treated as a loan and paid back through a repayment plan over a period of eight years.

- (g) **Notes** that Community and Recreation staff intend to undertake a review of the community grants process and as part of this will develop some clear criteria for loans and report this back to the Community and Recreation Committee.

3. BACKGROUND

- 3.1. In April 2014, the Council approved a loan of \$42,000 to Rangiora Croquet Club to enable them to get a building on the Millton Reserve site in a joint development with Tables Bowls. The repayments of this loan were to commence from April 2016.
- 3.2. On the 30th March 2014, the Club wrote to the then Greenspace Manager to confirm that at a Special General Meeting on the 28th March 2014, the Club had unanimously agreed to approve in principle the draft loan proposal of \$42,000 from the Council to construct a clubhouse on Millton Memorial Reserve.

- 3.3. The loan term identified that the first two years would be interest free until the 1st April 2016. At this time the loan interest rate would be 7% per annum. The loan term outlined that the repayment was expected to be 120 equal consecutive payments of \$500.00 due on the 1st day of each month. This schedule would have equated to a total cost of credit being \$18,000 over the course of the repayment period. Under this agreement, Council (the lender) agreed to advance the loan to the Borrower (the Club) on the terms and conditions stated within that contract.
- 3.4. In August 2016, it was reported to Council that the Club was requesting a deferral of its loan repayments. Club representatives had met with staff to outline that they were going to seek a deferral of the loan repayments. At the time of this correspondence, the Club was seeing an increase in membership and had further work to complete on the fitout of the building. The Club had focused development on its lawns as this allowed the Club to function. In turn this had seen an increase in membership over that period. From this information, the Council agreed to a two-year deferral of the loan repayments until 2018.
- 3.5. In 2019 the Club requested an additional deferral of the loan. The Community and Recreation Committee approved a deferral in March 2019 to April 2021. It was noted that the deferral would allow the Club to complete the development of two additional lawns. During this period the Council also approved a further \$25,000 grant towards the development of the two new lawns.
- 3.6. In 2020 New Zealand went into a mandatory lock down due to the Covid pandemic. This period was difficult for the community and clubs were not immune to this. The Club were unable to operate during this period and along with many other organisations, found this period challenging and needed respite to get back to operation during that time.
- 3.7. Council offered a further reprieve of the repayment conversations during Covid as Clubs across the district needed time to return to pre-Covid levels for membership. This also saw a change in the funding landscape with reduced access for grants to sporting organisations.
- 3.8. The Club have met with staff and Elected Members throughout this period (post Covid) to discuss the repayments and the Clubs concerns with this. The Club had indicated to the Community and Recreation Committee that it had no choice but to enter into the loan agreement or it would have no building to operate from. The Club also noted that the community now benefits from a series of national-standard croquet lawns that have been developed through significant community and volunteer effort, reducing the need for significant funding requests to Council.
- 3.9. On the 21st of April 2026 the Club indicated via a letter to staff that their preference is for the loan to be changed to a grant (a grant would not require any repayments and would clear the Clubs debt with Council). They also stated if they did have to pay, their only option would be a multi-year interest free basis repayment plan.
- 3.10. In 2025, staff met with the Club to finalise repayment conversations prior to reporting this to Council. The Club has provided further information noting that currently, it sees the change of the loan to a grant to be the preferred option.

4. ISSUES AND OPTIONS

- 4.1. In working with the club to discuss the options that Council can consider resolving the current loan, the club have identified several considerations which they believe impact this decision and are described and explored in more detail below. They have stated a preference for the loan to be turned into a grant so that there is no residual debt and they can continue with building reserves to support the Clubs operation.

Building Footprint and Loan Apportionment

- 4.2. The Club has provided updated information on the building footprint noting the original loan was allocated based on a 45% croquet / 55% table bowls split. However, through the code of compliance process, the Club identified that croquet's actual portion of the building is 40.8%.
- 4.3. The Club believe the loan should have been based on the floor area, which would have reduced croquet's contribution from \$42,000 to \$34,272. The Club has not proposed reallocating the \$7,728 difference to table bowls, who have already fully repaid their \$42,000 and have no remaining debt with Council. It is therefore assumed that the Club is seeking for Council to write off the \$7,728 variance.
- 4.4. Staff acknowledge the Club's updated assessment of the building footprint and agree that this provides a more accurate representation of croquet's share of the facility. However, regardless of the revised floor-area calculation, the loan arrangement was entered into on the basis of the 45/55 split agreed by all parties at the time. Both loan amounts were formalised and accepted under that structure—one of which has already been fully repaid. While the new information is noted, the original loan agreement remains the governing basis for Council's consideration.

Volunteer Labour Contribution to Lawn Establishment

- 4.5. Between 2013 and 2016, the Club estimates that a total of 2,380 hours of volunteer labour were invested in the establishment and maintenance of the lawns. In addition, the lawns require a further 600–800 hours of volunteer labour per season to remain operational.
- 4.6. Staff acknowledge the significant volunteer effort the Club has contributed toward the establishment and ongoing maintenance of the lawns. Volunteer labour is an essential part of how community sport and recreation clubs across Waimakariri build and sustain their facilities, and this aligns with wider district and national trends where volunteers make up a substantial proportion of the non-profit and recreation workforce.
- 4.7. Council's community development material highlights that two-thirds of the non-profit sector workforce nationally is volunteer-based, with their contribution valued at more than \$3.3 billion, and broader national data shows that approximately 231 million hours of formal volunteer labour are contributed annually, valued at \$6.4 billion. Given this context, volunteer labour is expected and fundamental to the operation and long-term viability of community clubs. While this contribution is appreciated, it is difficult to offset this against financial obligations, as doing so would shift volunteering from a community contribution to a paid service, which is not how Council recognises or treats volunteer involvement.

Financial Expenditure and Valuation of Volunteer Contributions

- 4.8. The financial expenditure provided by the Club in Table 1 outlines the direct costs associated with the clubroom fit-out and the development of new croquet lawns. While these expenditure items were not intended to be covered by the Council loan, the Club feel that their approach shows that it has consistently sought cost-effective solutions, maximised volunteer involvement, and invested heavily in community facilities. This provides important context for understanding the Club's overall financial position and the extent of its contributions to maintaining and improving the reserve.

TABLE 1: Clubroom Fit-out and Croquet Lawn Development Costs		
2015/16 Financial year	Items of expenditure	Total for year
	Shed	\$ 4,276.00
	Concrete	
	Sewer connection	
2016/17 Financial year		

Greens mower	\$ 7,500.00	\$ 43,056.00
Clubroom fitout	\$28,421.00	
Shed	\$ 2,165.00	
Shelters	\$ 3,050.00	
Playing equipment	\$ 1,920.00	
2017/18 Financial year		
Clubroom fitout	\$11,336.00	\$ 14,789.00
Playing equipment	\$ 3,453.00	
2018/19 Financial year		
Compressor	\$ 474.00	\$ 20,796.00
New Lawns (stage 1)	\$15,000.00	
Playing equipment	\$ 5,322.00	
2019/20 Financial year		
New Lawns (stage 2)	\$53,150.00	\$ 56,650.00
Playing equipment	\$ 3,500.00	
2010/22 Financial year		
New Lawns (stage 3)	\$ 7,500.00	\$ 7,500.00
	Total	\$147,067.00

- 4.9. The Club has advised that the figures above do not reflect its total investment, as they exclude original cost estimates and the substantial savings created through volunteer labour. To capture the full value of the Club's contribution, contractor quotes have been compared below with the actual costs incurred where volunteers undertook the work. This approach highlights both the Club's direct financial investment and the significant savings achieved through community effort."
- 4.10. The building fit-out was originally estimated to cost up to \$54,000, but the Club delivered the project for \$39,757, reflecting considerable volunteer and member input. Likewise, the development of the new croquet lawns had an estimated cost of \$91,000 yet was completed for \$75,650. Combined, these two major projects achieved total estimated savings of \$29,593. These savings demonstrate the Club's strong commitment to achieving value for money and highlight prudent financial management in delivering projects at a significantly reduced cost.
- 4.11. While the fit-out of clubroom facilities is generally not funded by Council and therefore any savings achieved would not normally be offset against the loan, Staff agree that it remains important to recognise these figures for the context they provide. The Club's ability to deliver the building fit-out and the new lawn development well below budget demonstrates a level of financial prudence and efficient use of available resources. These savings show that the Club, its members, and external funders (including Council) have collectively invested significant time and funding into the sport and that the Club has consistently sought to maximise value for money. This level of commitment to reinvesting in the facility helps explain why the Club has not been able to make loan repayments to date and provides useful context for Council when considering the Club's request.

The Club have also provided the below figures in Table 2: Construction Related Costs of the Building which show the payments that the Club covered in the construction of the building that it believes should have remained with the Council. In total this equates to \$24,313.66 of costs that the Club have covered.

TABLE 2: Construction Related Costs of the Building		
Work Undertaken	Cost	Current Funder
Electrical work which was part of the original Totalspan contract	\$2,965.19	Paid by Croquet Club
Concrete pad round 3 sides of foundations for access to building	\$3,755.90	Paid by Croquet Club and club labour
Emergency exit work considered part of original contract to allow disabled access to the building	\$4,280.07	Waimakariri District Council
Consultancy costs to obtain code of compliance	\$13,312.50	Provided by Croquet
Sub-total of Costs	\$24,313.66	

- 4.12. The Club therefore believe that the total of these costs should be offset against their loan agreement as they related to the construction of the building rather than the internal fitout/Croquet specific assets. Staff have reviewed these costs and agree that these could be considered by Council for offset against the Loan however as no agreement was made prior, this would be at Council's discretion.

Good Stewardship of Council Grants and External Funding

- 4.1. In the 2010/11 Annual Plan, the Council made provision for a grant of \$100,000 following a submission by the Rangiora Croquet Club. The Club requested this grant for the purpose of establishing lawns for croquet. The Club have outlined that this original grant only had \$47,500 drawn down due to the lawns cost being reduced through Club efforts. The Club outlined that through 1610 hours of members labour they had reduced the overall cost significantly. This grant was separate to the building discussion that was to be a shared project with Table Bowls.
- 4.2. In 2019/20, the Council made a further grant to the Club of \$25,000 for the development of an additional two lawns at Millton Memorial Reserve. This grant in part paid towards the development of these lawns, noting that a further \$20,000 was donated from Rata and the rest made up from the Clubs reserves. The Club believe that this shows their commitment to utilising funds in an efficient and cost-effective manner and efforts to fundraise through other sources including Rata and their own club reserves.
- 4.3. The table below outlines the different contributions from Council and other sources to date to establish Croquet at Millton Reserve.

TABLE 3: Financial Contributions to Croquet for Establishment at Millton Memorial Community Reserve		
Funder	Source	Value
Waimakariri District Council	Annual Plan Grant 2010/11	\$47,500 (was approved up to \$100,000 but due to Club savings, only \$47,500 was drawn down)
Waimakariri District Council	Annual Plan Grant 2019/20	\$25,000
Waimakariri District Council	Loan	\$42,000
External Funders	Grant	\$45,613
Rangiora Ashley Discretionary Grant	Grant	\$1,700
Club Member Fundraising	Income	\$13,562
Club Reserves	Income	\$11,645

- 4.4. Greenspace staff acknowledge and appreciate the Club's commitment to delivering projects efficiently and its efforts to minimise costs through volunteer labour and prudent financial management. It is important to note that Council grants are provided on an "up to" basis, meaning the amount approved represents the maximum available for the specified project, with the expectation that only the funding required to achieve that project will be used. Any unspent portion is not retained by the applicant.
- 4.5. While the Club's cost-saving measures are acknowledged and valued, they do not alter the intended structure or purpose of the grant funding model or have impact on the value of the required loan repayment. However, this does provide valuable context for Council consideration as to the efforts the club has gone to source funding for these projects both from and external to Council and the efficient use of these funds.

Community Benefit from Facilities Provided

- 4.6. The Club considers that the community benefit derived from its facility—largely funded through the Club's own fundraising efforts and volunteer labour—supports consideration of the loan being converted to a grant. The facility is described by the Club as a national-standard asset that contributes to recreational opportunities within Rangiora and the wider district. The Club states that its investment in the lawns has ensured the ongoing availability of this asset and supports the recreational wellbeing of the community.
- 4.7. Greenspace staff acknowledge the Club's view that the facility provides strong community benefit and recognise both the health and social value croquet offers, including its accessibility for older adults and its contribution to community connection and wellbeing. Staff also acknowledge the positive reputation of the Rangiora Croquet Club within the wider sporting community and the role its facility plays in supporting regional participation and competition.
- 4.8. Staff do not agree that these factors, in themselves, justify converting the loan entirely to a grant, however, acknowledge that they do provide strong context for Council to work with the Club on an approach that is affordable and does not place the long-term sustainability of the facility/club at risk.

Financial Position and Capacity to Service Loan

- 4.9. The Club advises that its current revenue is required to cover operational costs and ongoing asset maintenance, and that loan repayments would place additional strain on its finances. They note that the Club must continually reinvest in equipment, lawns, buildings, and chattels, and does not have a reliable surplus to support loan servicing.
- 4.10. Financial information provided shows:
- **2024 Net Income (loss):** (\$3,165)
 - **2025 Net Income:** \$5,516
 - **2024 Total Expenses:** \$22,542
 - **2025 Total Expenses:** \$15,627
- 4.11. Key expenses include affiliation fees and lawn maintenance. The Club also reports increasing difficulty securing external funding due to a more competitive community sport funding environment.

- 4.12. Greenspace Staff recognise the financial pressures identified by the Club, including the need to prioritise operational costs and ongoing asset maintenance, and note that the Club's membership profile limits its ability to raise additional revenue through fees. Staff also note the increasing difficulty community sports organisations face in securing external funding and acknowledge that the Club has reinvested available resources into facility development—including additional lawns—to increase its capacity and strengthen long-term sustainability.
- 4.13. While these factors help explain why the Club has not been in a position to make loan repayments to date, they do not remove the fact that a loan agreement was entered into and has remained unpaid for more than ten years, noting that other parties have fully repaid their portion within that same period. The Club's circumstances, however, do reinforce the importance of ensuring that any repayment approach does not compromise its long-term viability or the ongoing provision of this valued community facility.
- 4.14. Greenspace Staff have reviewed the above information and have identified the following options available to Council regarding this issue.

Option 1: Council retrospectively changes the loan to a grant. *This is the preferred option for Rangiora Croquet Club.*

- 4.15. In doing this the Council would need to write off the \$42,000. This option is preferred by the Club. The Club outlines that it has produced four national standard lawns (the best in the South Island) and maintains these without relying on Council assistance. The cost of the lawns is thousands of dollars, and the Club feels this has been done with no real expense to Council.
- 4.16. The Club were facing an unsure future at the time the loan terms were negotiated and felt that they were vulnerable in accepting the terms. The building was one aspect of what they needed to succeed, however the lawns have been the main priority for the Club as it rebuilds a member base. This has been a crucial component of the Club building its membership base up to 64. The investment in the lawns is the primary asset that the Club must have to enable its members to participate.
- 4.17. This argument is the reason that the Club focused resources in the early years following the agreement on the lawns and prioritised this against the repayment of the loan. In doing so, the Club have acknowledged that most of their resources during this period have gone into that aspect of the Club and this is now showing reward in membership numbers and the benefit that Rangiora has for its older population.
- 4.18. While staff acknowledge the factors that have contributed to the Club's inability to make loan repayments, this does not change the fact that the loan was entered into in good faith by both parties and has remained unpaid. Many clubs across the district successfully utilise Council loans and meet their agreed repayment obligations, and writing off this loan as a retrospective grant would set an undesirable precedent and risk creating inequity—particularly given that the partnering Table Bowls Club has fully repaid its portion. For these reasons, Greenspace staff do not support the option of converting the loan entirely into a grant.

Option 2: Council pursues a repayment plan option.

- 4.19. There are several options for how the loan repayment arrangement could be structured. This has been divided into four options being Options 2a, 2b, 2c and 2d.:
- 4.20. For each option it is important to note that The Club has indicated that it would struggle to meet many of the repayment scenarios. The Club currently generates only a modest level of income, which is primarily required to meet affiliation fees, equipment renewal costs, and lawn maintenance obligations.

- 4.21. There is also a consequential risk that increasing membership fees would not achieve the intended financial outcome. Higher fees may place additional financial pressure on members—many of whom are older and on fixed or limited incomes—potentially reducing participation levels. This creates a further risk of declining membership numbers and reduced annual fee revenue. Based on the Club's financial position, there is a significant likelihood that it may struggle to meet the terms of the repayment options outlined, which could in turn increase the risk of default.
- 4.22. This option enables Council to engage with the club around the repayment of either the whole or part of their loan and recognises the importance of this in reducing the risk of undesirable precedent and creating inequity with other groups. While Greenspace support the option of a repayment plan option, it is important for Council to consider the sum of what in reality could be sustainably repaid over a specific timeframe and balance this against the corresponding risk of precedent/inequity which grows as the sum repaid decreases.

Option 2a: Repayment plan for full Principal Loan Sum of \$42,000.

- 4.23. Given the Club's tight operating model, any repayment plan would need to extend over a longer period. The Club generally operates at break-even, with its only reliable income being annual subscriptions of \$230 per member. With 64 members, this generates \$14,720 per year, from which approximately \$4,600 must be paid in affiliation fees to the Canterbury and New Zealand Croquet Associations.
- 4.24. The Club also holds \$5,723 in savings (as at August 2025), which is reserved for essential asset replacements such as playing equipment, mowers, and building fit-out items. While the Club undertakes fundraising and seeks sponsorship, these income sources fluctuate and cannot be relied upon. Based on this financial position, it appears unlikely the Club could repay the full loan without drawing on its equity, which consists largely of improvements to the lawns, the building, and specialist equipment. The Club have indicated that this option would be unsustainable for them to meet.

Option 2b: Repayment plan for full Principal Loan Sum and corresponding interest payments as per the previous Term Loan Agreement to a total of \$60,000.

- 4.25. The term loan provides for 120 monthly payments of \$500, generating a credit cost of \$18,000. This results in total repayments of \$60,000, which was the expected repayment structure when instalments were due to begin on 1 April 2016. As outlined earlier, this level of repayment would place significantly greater financial pressure on the Club than Option 2a and, given its current financial position, it is unlikely the Club could meet the full repayment without drawing on equity tied up in improvements to Council-owned land—equity that cannot realistically be realised unless a like-for-like organisation were to purchase the assets.
- 4.26. If Council wished to retain this option, staff recommend reducing the interest component to reflect the current borrowing rate of 4.3% rather than the original 7%. Applying the 4.3% rate over the same 120-month period reduces the total repayment from \$60,000 to approximately \$55,200, providing only a minor reduction in overall cost. The Club have indicated that this option would be unsustainable for them to meet.

Option 2c: Repayment plan accepting the footprint percentage of 40.8 percent for croquet.

- 4.27. This option would reduce the amount from \$42,000 to \$34,272 with Council needing to write the difference of \$7,728 off. The Club would then need to agree to a payment plan for this to be repaid to Council as per Options 2a and b and likewise, staff would consider it unlikely to be able to pay back the total loan without needing to look at its equity holdings or significant external funding.

Option 2d: Repayment plan accepting the footprint percentage of 40.8% and removing identified costs the Club believe should remain with Council leaving a total of \$9,958.34.

- 4.28. As noted above, the Club have also provided figures in Table 2: Construction Related Costs of the Building which show the payments that the Club covered in the construction of the building that it believes should have remained with the Council. In total these equate to \$24,313.66 of costs that the Club have covered. This coupled with reduced share of the building from that which was originally agreed (45%) to 40.8% could see a reflection in loan total from \$42,000 to \$9,958.34.
- 4.29. Table 4 below shows how these two reductions if approved would lead to a a loan repayment total of \$9,958.34. This would be the sum under this option that the Club would be responsible for paying back.

Council loan for Croquet club at 40.8% occupation area would be	\$34,272.00
Costs incurred by Croquet on behalf of Council	-\$24,313.66
Remainder of loan for Croquet club to pay	\$9,958.34

- 4.30. This loan would be paid in equal payments over the course of the 36 months which would equate to \$276.62 per month or annually \$3,319.44 (totalling 3 payments) to reach the total repayment figure of \$9,958.34. It is also important to note that no interest payments are included in this payment option. The proposed payment schedule for this loan is included as Attachment iii to this report.
- 4.31. This option acknowledges the importance of the club contributing to repayment of the loan while recognising the reduced floor area and fair construction costs already met by the Club. Staff believe that this allows the Loan balance to be reduced from the original sum to one which more accurately represents the situation and ongoing ability of the Club to service the loan in a sustainable manner. This reduces the risk of undesirable precedent and the creation of inequity with other groups in a balanced and evidenced manner. Greenspace staff support this option.
- 4.32. While it is not uncommon in commercial lending for organisations to provide personal guarantees from their executive members, staff have considered this option and determined that it is highly unlikely any individuals involved with the Club would reasonably be in a position to take on that level of personal liability. Given the voluntary nature of club governance and the scale of financial risk associated with such guarantees, this approach is not considered practical in this context.
- 4.33. **Implications for Community Wellbeing**
- There are implications on community wellbeing by the issues and options that are the subject matter of this report. Failure to repay the loan would provide immediate financial relief to the Club but could create perceptions of inequity among other community groups, potentially undermining trust in Council processes and creating tension between clubs who have met their obligations. This could negatively impact overall community cohesion and confidence in funding frameworks.
- In contrast, requiring repayment at a lower or more manageable rate supports fairness while reducing financial pressure on the Club, helping preserve its long-term sustainability. This approach protects the ongoing provision of croquet as a valued recreational activity, supporting social connection, physical wellbeing, and community participation without creating undue hardship for members.
- 4.34. The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. **Groups and Organisations**

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

Groups that have paid back loans have done so in good faith. Groups may expect that this sets a precedent around how loans are treated by Council. There are case by case factors involved and the Club have demonstrated that to thrive they needed to invest resources into the lawns, rather than focus on the building loan repayments. There is an argument to be had for many groups similar in nature. A change in scrutiny may be required in future should loans be raised by other groups wanting to carry out project work through the Council. It is suggested that repayment contracts are signed up to prior to work commencement and this forms part of the loan criteria.

5.3. **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

At the present time the expectation is for the loan to be repaid into Council income accounts. By writing off the loan or accepting an alternative payment method, this will need to be revised into the budget. Loan repayments or grants are operational expenditure and do have a direct rates impact. The removal of the requirement to pay the loan would be a general increase of \$0.43 which is an increase to the Community Services rate and 0.01% to the average property. Based on the recommended option still requiring the repayment of \$9,958.34, this would be a general increase of \$0.33 which is an increase to the Community Services rate and 0.0076% to the average property.

This budget is not included in the Annual Plan/Long Term Plan however the loan is something which could be disclosed in the Annual Report.

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**

6.3.1 There are risks arising from the adoption and implementation of the recommendations in this report. Several clubs and community organisations either have existing loans with Council or have previously repaid loans in full. Allowing one club to forgo repayment introduces an equity risk, as other groups may view this as inconsistent with Council's long-established position it does not fund clubrooms. In the case of Rangiora Croquet Club, the building associated with the loan is primarily a clubroom facility, while the sporting activity itself takes place on the lawns outside.

6.3.2 Other clubs may perceive this approach as a departure from Council's usual stance regarding the funding and repayment of loans for clubrooms. However, there are mitigating factors that distinguish this situation from others. Although the original loan was provided for the building, its approval effectively enabled the Croquet Club to direct its energy and fundraising efforts towards the development of its lawns. For most other clubs, buildings are central to the activity they provide.

- 6.3.3 In contrast, croquet is dependent on substantial investment in its lawns, which form the essential asset that underpins the sport. During the period of the loan, the Club was also required to establish and improve these lawns, placing a dual financial burden on its operations. Without this investment, the Club would not have remained viable, as the lawns—not the building—are fundamental to its ability to operate.
- 6.3.4 Financial information submitted by the Club indicates that meeting the proposed repayment terms may not be feasible and could place the Club at risk of default. This presents a practical difficulty for Council in requiring full repayment when the likelihood of non-compliance is high.
- 6.3.5 The Club has further outlined that the development of the lawns has required significant volunteer labour and expenditure, including an estimated 2,000 hours of member time between 2013 and 2016. While these contributions are acknowledged, it is also recognised that many other clubs independently fund and maintain the assets required for their activity as part of normal operational expectations. Such contributions do not typically result in the reclassification of loans or conversion to grants.
- 6.3.6 A further risk for Council is the potential precedent created by accepting the Club's position. Other groups may expect similar consideration or argue comparability with the Croquet Club's circumstances. In addition, the Club has raised concerns about the original loan arrangement, indicating they felt pressured into occupying the building and disputing aspects of the loan documentation. These concerns form part of their argument for relief but do not resolve the broader equity implications for Council.
- 6.3.7 Council's role in community sport generally focuses on providing spaces through leases or licences and supporting groups with governance and development processes. While Council does at times provide grants or loans, it also expects clubs to resource their own administration, fundraising, coaching, asset development, and compliance related to their activity. With central government signalling the need for local authorities to remain within a 4% rates margin, it is expected that clubs and organisations will increasingly need to be self-sufficient and explore alternative funding pathways.
- 6.3.8 Any decision to convert a loan to a grant would therefore carry both financial implications and precedent risks. This must be weighed against fairness, consistency, Council's overarching approach to community sport and recreation support, and the specific circumstances faced by the Croquet Club

6.4 Health and Safety

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

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

7.3 Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report. This report covers outcomes under the social, cultural and economic headings.

7.4 Authorising Delegations

Council holds the delegation to approve the recommendations within this report.

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CPR-04-19-37



TRIM Record Number



Rangiora Croquet Club Inc
30 March 2014

To Chris Brown, Craig Sargison
Waimakariri District Council

This is to confirm that at a Special General Meeting held by the Rangiora Croquet Club Inc on Friday 28 March 2014 it was unanimously agreed to approve in principle the draft loan proposal of \$ 42 000 from the Waimakariri District Council for the construction of a clubhouse on the Milton Memorial Reserve.

Peter Parkinson
Rangiora Croquet Club Inc

Chris Brown,

WAIMAKARIRI DISTRICT COUNCIL

“Lender”

RANGIORA CROQUET CLUB INCORPORATED

“Borrower”

TERM LOAN AGREEMENT

THIS AGREEMENT made the _____ day of _____ 2014

PARTIES:

- A. WAIMAKARIRI DISTRICT COUNCIL at Rangiora ("Lender")
 B. RANGIORA CROQUET CLUB INCORPORATED at Rangiora ("Borrower")

AGREEMENT:

The Lender, at the request of the Borrower, has agreed to advance a loan to the Borrower according to the terms set out in the Loan Schedule and the attached Terms of Loan (together these constitute the "Agreement").

LOAN SCHEDULE

LOAN DETAILS

Loan: \$42,000.00.
 Availability: In one sum on the Commencement Date.
 Interest Rate: Interest free until 1 April 2016 thereafter 7% (approximately) per annum.
 Interest Rate Review: The Interest Rate is fixed for the term of the loan.
 Commencement Date: 1st May 2014.
 Repayment Date: 1 March 2026

PAYMENTS REQUIRED

The Borrower shall repay the Loan outstanding and pay interest at the Interest Rate on the Loan by 120 equal consecutive monthly payments of \$500.00 each on the 1st day of each month, with the first payment due on 1 April 2016.

The Borrower may repay the balance of the loan owing at any time without penalty.

DISCLOSURE DETAILS

Address of Lender: 215 High Street, Rangiora.
 Address of Borrower: 19 King Street, Rangiora.
 Amount of Credit: \$42,000.00.
 Cost of Credit: (a) Interest: \$18,000.00
 (b) Establishment Fee: Nil
 (c) Other: Nil
 (d) Total cost of credit: \$18,000.00
 Payments Required: Refer to the payments required specified in the Loan Details (above).

Place for Payment:

All payments of the principal sum, interest and other moneys owed to the Lender shall be made by automatic payment authority, direct debit authority or as otherwise directed by the Lender, free of all deductions.

ACKNOWLEDGMENT

By executing this Agreement below, the Borrower acknowledges receipt of a copy of this Agreement and certifies that it has received disclosure of such documents and their contents.

EXECUTED as an agreement.

Signed for and on behalf of WAIMAKARIRI DISTRICT COUNCIL as Lender by:

Authorised Signatory

Full name of authorised signatory

Authorised Signatory

Full name of authorised signatory

The Common Seal of RANGIORA CROQUET CLUB INCORPORATED as Borrower was hereunto affixed in the presence of:

Signature of President

Full name of President

Signature of Secretary/Committee member
(Delete one)

Full name of Secretary or Committee
Member

TERMS OF LOAN

1. INTERPRETATION

In this Agreement:

“Business Day” means a day on which registered banks are generally open for business in New Zealand;

“Moneys Owed” means all moneys of whatever nature owed or payable by the Borrower to the Lender under this Agreement and the Security Documents;

Words referring to one gender include the other genders. Singular words include the plural and vice versa. References to a party include the representatives, successors and permitted assigns of that party, and where that party includes more than one person, each person is jointly and severally liable under this Agreement;

The Loan Schedule at the beginning of this Agreement forms part of this Agreement. Where applicable, defined terms in the Loan Schedule apply to these Terms of Loan.

2. LOAN

The Lender agrees to advance the Loan to the Borrower on the terms and subject to the conditions of this Agreement.

3. EARLY REPAYMENT

The Borrower may repay the balance of the loan outstanding at any time, together with interest to the date of repayment with no penalty.

4. COVENANTS

The Borrower represents and warrants to the Lender that it has the power to enter into and perform its rights and obligations under this Agreement and that no event of default (as specified in clause 7) has occurred or will occur as a result of making the Loan. The Borrower undertakes to the Lender that it will comply with all laws applicable to it, provide to the Lender all financial information in relation to it as reasonably requested by the Lender during the term of this Agreement.

5. INSURANCE

The Borrower covenants to insure and keep insured (to its full insurable value) the club rooms to be constructed by the Borrower and the Rangiora Croquet Club Inc. with the assistance of this loan at Millton Memorial Reserve, Rangiora.

6. EVENTS OF DEFAULT

An event of default shall occur if:

- 6.1 The Borrower fails to pay any amount or sum due under this Agreement on its due date (or within two (2) business days of its due date where non-payment on its due date has arisen solely by reason of a bank, technical, computer or similar error outside the control of the Borrower); or
- 6.2 The Borrower commits any breach of, or omits to observe or perform any of its obligations or undertakings under, this Agreement and the Security Documents on its due date; or
- 6.3 An application or an order is made for the dissolution or liquidation of the Borrower or the Borrower is placed in receivership; or

- 6.4 Any other indebtedness for borrowed money of the Borrower is not paid when due or shall become due and payable prior to its stated maturity; or
- 6.5 The Borrower is unable to pay its debts when due, or is deemed to be unable to pay its debts when due, or otherwise is insolvent; or

7. REMEDIES ON DEFAULT

Upon or at any time after the occurrence of an event of default specified in clause 7, the Lender may at its discretion and without prejudice to its other rights and remedies by notice in writing to the Borrower take all or any of the following actions:

- 7.1 Demand immediate repayment of the Moneys Owed. If so demanded the Borrower shall immediately repay the Moneys Owed to the Lender; or
- 7.2 Enforce, or procure the enforcement of, its rights and remedies under this Agreement as it thinks fit; or
- 7.3 Cancel any undrawn portion of the Loan.

8. SET-OFF

The Borrower irrevocably authorises the Lender (without prior notice or demand and despite any settlement of account or other matter) at any time after the occurrence of an event of default under clause 7 to set off against any debt or liability of the Lender to the Borrower any part of the Moneys Owed, and to apply any credit balance held with the Lender in satisfaction of any debt or liability of the Borrower to the Lender under this Agreement.

9. INDEMNITIES

The Borrower indemnifies, and agrees to save harmless, the Lender from and against all losses, claims, demands, liabilities, payments, charges and expenses which may be made against or incurred by the Lender arising from or relating to this Agreement. This clause shall survive termination of this Agreement.

10. PAYMENTS

All payments to be made to the Lender under this Agreement shall be made without set-off, counterclaim or deduction and prior to 3.00 pm on the day on which payment is due. Such payments shall be made to a bank account nominated by the Lender in writing or, if the Lender fails to nominate a bank account, then payment shall be made to the address of the Lender specified at the beginning of this Agreement. Payments received after 3.00 pm shall be deemed to have been received on the following business day. The Lender may apply any payment received by under this Agreement to the repayment of the principal, interest, or any other amount due under this Agreement in the order and manner as the Lender may determine from time to time.

11. NOTICES

All notices, requests, demands or other communications to or upon the parties in connection with this Agreement shall be given or made in writing, signed by the party or an authorised person for the party giving such notice, and served upon or delivered to the recipient personally, or sent by post or facsimile to the recipient at the address specified in the Loan Schedule. A notice, request, demand or other communication shall be deemed to have been received, in the case of personal delivery on a business day, on the date of that delivery, in the case of a letter posted by mail, on the second business day after posting, and in the case of a facsimile sent on a business day, during normal business hours in the place of receipt, upon successful transmission.

12. WAIVER

The failure or delay by the Lender in exercising, or the Lender's single or partial exercise, of any right, power, discretion, remedy or privilege in connection with this Agreement shall not operate as a waiver of that right, power, discretion or remedy.

13. CONFLICT

Where any conflict or inconsistency shall arise between any of the terms, conditions and provisions (whether express or implied) of this Agreement and those of any loan offer or correspondence from the Lender, the terms, conditions and provisions of this Agreement shall prevail.

14. AMENDMENT

This Agreement shall not be amended or varied except in writing signed by the Borrower and the Lender.

15. ASSIGNMENT

The Borrower shall not assign or transfer any of its rights or obligations under this Agreement. The Lender may assign all or part of its rights and benefits under this Agreement without the consent of the Borrower.

16. PRIVACY ACT 1993

The Borrower consents to the Lender obtaining such information and making such enquiries about it from any source, including credit reference agencies and companies related to the Lender, in relation to the Loan and the disclosing of information about it to credit reference agencies, companies related to the Lender, sureties or assignees or anyone who is considering becoming a surety or assignee. A person has the right to access personal information (within the meaning of the Privacy Act 1993) held by the Lender and request correction of any errors in that information.

17. LAW

This Agreement shall be governed by and construed in accordance with New Zealand law.

Attachment iii: Proposed Rangiora Croquet Club Loan Repayment Schedule

Loan Amount: \$9,958.34

Loan Term: 3 years (36 monthly payments)

Payment Amount: \$276.62 per month

First Payment: 1 July 2026

Final Payment: 1 June 2029

All payments are made on the **1st of each month**.

Repayment Schedule

Payment Date	Amount	Payment Date	Amount
1 Jul 2026	\$276.62	1 Jan 2028	\$276.62
1 Aug 2026	\$276.62	1 Feb 2028	\$276.62
1 Sep 2026	\$276.62	1 Mar 2028	\$276.62
1 Oct 2026	\$276.62	1 Apr 2028	\$276.62
1 Nov 2026	\$276.62	1 May 2028	\$276.62
1 Dec 2026	\$276.62	1 Jun 2028	\$276.62
1 Jan 2027	\$276.62	1 Jul 2028	\$276.62
1 Feb 2027	\$276.62	1 Aug 2028	\$276.62
1 Mar 2027	\$276.62	1 Sep 2028	\$276.62
1 Apr 2027	\$276.62	1 Oct 2028	\$276.62
1 May 2027	\$276.62	1 Nov 2028	\$276.62
1 Jun 2027	\$276.62	1 Dec 2028	\$276.62
1 Jul 2027	\$276.62	1 Jan 2029	\$276.62
1 Aug 2027	\$276.62	1 Feb 2029	\$276.62
1 Sep 2027	\$276.62	1 Mar 2029	\$276.62
1 Oct 2027	\$276.62	1 Apr 2029	\$276.62
1 Nov 2027	\$276.62	1 May 2029	\$276.62
1 Dec 2027	\$276.62	1 Jun 2029	\$276.62
		Total	\$9,958.34

Rangiora Croquet Club
Inc.



21 April 2026

Mr Grant McLeod
Community Greenspace Manager
Waimakariri District Council
Rangiora

Dear Grant

As a result of the Council Meeting on the 31 March 2026, Joan Ward's presentation introduced another scenario re the payment of the loan.

Joan's Ward's presentation left the Councillors with a decision to make by changing the balance of the \$9958.34 owing into a grant. After a discussion the Councillors seemed to be in agreement of this. However the Mayor asked your department to review your report for the next meeting.

Out of the options presented to us – if we have to pay the balance, our only choice would be to pay it over three years, interest free on a monthly basis due to our financial situation.

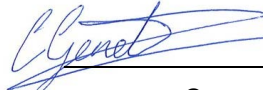
Of course our best option would be for Council to make the decision to turn the balance into a grant, leaving the Croquet Club to continue with our future plans in building up some reserve for the replacement of a mower as planned.

We will have to wait and see what the council decides before having any further discussion on the loan.

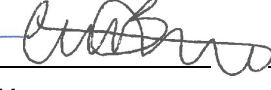
Regards

A handwritten signature in blue ink, appearing to read 'Merv Marsh', is written over a faint, light blue circular stamp or watermark.

Merv Marsh
President
Rangiora Croquet Club

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** EXT-03-07 / 260402089859**REPORT TO:** COUNCIL**DATE OF MEETING:** 5 May 2026**AUTHOR(S):** Chris Genet, General Manager, Finance and Business Support
Chris Brown, General Manager, Community and Recreation**SUBJECT:** Te Kōhaka o Tūhaitara Trust - Trustee Appointments**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

General Manager



Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to request the appointment of two Trustees to the Te Kōhaka o Tūhaitara Trust. The Council may wish to appoint a Councillor (or Councillors) to the Trust for a period of three years to 5 May 2029 or to seek expressions of interest to appoint an Independent Council representative (or representatives) to the Trust for a period of three years.
- 1.2. This appointment of two trustees is required to replace the positions vacated by Mr Neville Atkinson and Dr Prudence Stone following their respective resignations. Dr Prudence Stone's position was vacated on 11 November 2025. Mr Neville Atkinson's resignation is effective of 29 April 2026 following the Trust's meeting on this date.

2. RECOMMENDATION**THAT** the Council

- (a) **Receives** Report No. 260402089859.
- (b) **Appoints** Councillor as a trustee of Te Kōhaka o Tūhaitara Trust from 5 May 2026 for a period of three years to 5 May 2029.

AND

- (c) **Seeks** to appoint an Independent Council Representative to the Trust for a period of three years.
- (d) **Appoints** Mayor Gordon, Deputy Mayor Redmond and Councillor to the appointment panel and to approve the appointment of an Independent Council Representative to the Trust.

OR

- (e) **Appoints** Councillor and Councillor as trustees of Te Kōhaka o Tūhaitara Trust from 5 May 2026 for a period of three years to 5 May 2029.

OR

- (f) **Seeks** to appoint two Independent Council Representatives to the Trust for a period of three years

AND

- (g) **Appoints** Mayor Gordon, Deputy Mayor Redmond and Councillor to the appointment panel and to approve the appointment of two Independent Council Representatives to the Trust.
- (h) **Thanks** Mr Neville Atkinson and Dr Prudence Stone for their contributions to the Trust.

3. BACKGROUND

- 3.1. The Trust has the responsibility for the rehabilitation and management of the 700ha Tūhaitara Coastal Park, which spans from the Waimakariri River to Waikuku Beach. The park is home to many natural features of local, regional, and national importance. The Trust strive to protect and preserve these natural wonders for future generations to enjoy, as well as enhancing Ngāi Tahu Whānui values and mahinga kai for the community.
- 3.2. Of the six trustees on the Board the Council appoints three and Ngāi Tahu appoints the other three Trustees.
- 3.3. Dr Prudence Stone was appointed a Trustee, effective from 1 November 2024 for a period of three years, after a public call seeking expressions of interest following the resignation of a previous Council appointee who served six years.
- 3.4. Mr Neville Atkinson was appointed a Trustee, effective from 4 September 2024 for a period of three years as a Councillor representative. He remained as a Trustee following the October local body elections, where he didn't seek re-election as a Councillor and retired from local body politics.
- 3.5. The Council's other trustee is former Councillor Mr Al Blackie. His current term of appointment is to 30 September 2027.
- 3.6. Ngāi Tahu currently have two appointed Trustees, Mr Joseph Hullen and Mr Nukuroa Tirakatene-Nash. They are also currently seeking a further representative to increase their representation to the full complement under the Trust Deed.

4. ISSUES AND OPTIONS

- 4.1. The Trust is currently facing significant financial challenges. These challenges are a result of the current economic environment, which has reduced the level of funding the Trust is able to secure from third parties (non-settlers). The Trust's financial position has also been impacted by fires which occurred in November 2024. These fires caused extensive damage to large areas of Trust land and forestry, which were uninsured but remain subject to Emissions Trading Scheme requirements. This necessitates the clearance of all damaged trees and replanting of pine trees to be completed within four years. The current financial position alongside staffing turnover necessitates the need for effective and stable governance.
- 4.2. The current and impending Trustee vacancies create a risk to future meetings achieving quorum, potentially disrupting governance and operation of the Trust. It is necessary for both settlor partners to ensure appropriate representation is maintained to enable the Trust to meet its objectives.
- 4.3. The current operating model is intended to change further to ensure stronger support from Council staff. Staff currently work with the Trust to provide organisational development, human resources, finance and management support. It is anticipated further support in these areas will be needed in the short term.
- 4.4. The Council has previously had both Councillor and Independent representation on the Trust. Councillor representation provides strong alignment with Council priorities, understanding of local issues and direct democratic accountability. Independent trustees can provide specialist skills, stability across electoral cycles, and perceived and actual independence from political considerations.

4.5. The options available to the Council are:

4.5.1. Option One – appoint one Councillor and one independent representative

Appoint one Councillor representative and undertake a recruitment campaign to seek interest for another independent member of the Trust to be appointed by the Council. The appointment of the Councillor Trustee would commence from 5 May 2026 for a period of three years to 5 May 2029. The independent Trustee's term would commence following completion of the recruitment process and be for a term of three years.

This is the recommended option as it provides good balance of Councillor and independent representation on the Trust as well as achieves the benefits of both Councillor and independent representation discussed in 4.3 above.

An additional practical consideration is that appointing at least one Councillor representative as a Trustee will ensure there are at least two Council appointed Trustees for the 3 June Trust meeting.

For example, if a recruitment process for two independent trustees did not find a suitable candidates in an initial process this could extend the lead time for appointments and risk achieving quorum.

4.5.2. Option Two – appoint two Councillor representatives

Appoint two Councillor representatives as trustees of the Trust from 5 May 2026 for a period of three years to 5 May 2029.

This option has also worked well in the past and may be desirable if the Council is seeking swift appointment of trustees, and strong alignment with Council priorities. It does not provide the benefits of an independent trustee which are outlined in 4.3 above.

4.5.3. Option Three – appoint two independent representatives

Undertake a recruitment campaign to seek interest for two independent members of the Trust to be appointed by the Council. The Independent Trustees' terms would commence following completion of the recruitment process and be for a term of three years.

This is not recommended as the Council would not be able to appoint an elected member to the Trust which is desired for stability and alignment with Council priorities. This option also risks extending the period for which the positions remain vacant.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report as Te Runanga o Ngāi Tahu and the Council are Settlor partners in the Trust and appoint three Trustees each to represent the Trust.

5.2. Groups and Organisations

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

5.3. Wider Community

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

Trustees of the Trust are eligible for a meeting fee and / or mileage payment made by Council.

There is budget provision for Trustee insurance and the costs of meeting fees and mileage. This is provided for in the 2024/34 Long Term Plan and 2025/26 Annual Plan.

6.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

The governance functions of a Trustee are pivotal to the trust's success. The Trustee must have appropriate governance skills and experience.

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. The relevant Council policy is S-CP 1040 Director Appointment and Remuneration.

7.2. **Authorising Legislation**

Local Government Act 2002 excerpts:

57. *Appointment of directors—*

- (1) *A local authority must adopt a policy that sets out an objective and transparent process for—*
 - (a) *the identification and consideration of the skills, knowledge, and experience required of directors of a council organisation; and*
 - (b) *the appointment of directors to a council organisation; and*
 - (c) *the remuneration of directors of a council organisation.*
- (2) *A local authority may appoint a person to be a director of a council organisation only if the person has, in the opinion of the local authority, the skills, knowledge, or experience to—*
 - (a) *guide the organisation, given the nature and scope of its activities; and*
 - (b) *contribute to the achievement of the objectives of the organisation.*

58. *Role of directors of council-controlled organisations—*

- (1) *The role of a director of a council-controlled organisation is to assist the organisation to meet its objectives and any other requirements in its statement of intent.*
- (2) *This section does not limit or affect the other duties that a director of a council-controlled organisation has.*

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report being to protect and enhance the resilience of our natural and built environment and embrace partnership with Ngāi Tūāhuriri.

7.4. **Authorising Delegations**

The Council has the Authority to make Trustee appointments to Te Kōhaka o Tūhaitara Trust.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-01-11/ 260421100840

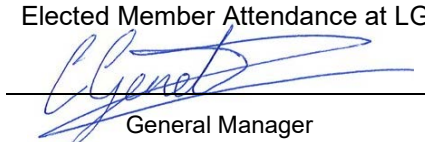
REPORT TO: COUNCIL

DATE OF MEETING: 5 May 2026

AUTHOR(S): Sarah Nichols, Governance Manager

SUBJECT: Elected Member Attendance at LGNZ Forum

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report seeks ratification for Councillors Redmond and Fulton to attend the Local Government New Zealand Rural and Provincial Sector meeting being held in Wellington on Thursday 14 May and Friday 15 May 2026.
- 1.2. Forums and conferences tailored for elected members provide important opportunities for networking and as learning opportunities within the rapidly changing local government environment.

2. RECOMMENDATION

THAT the Council

- (a) **Receives** Report No. 260421100840.
- (b) **Endorse** Councillors Redmond and Fulton attending the Local Government New Zealand Rural and Provincial Sector meeting on 14 and 15 May 2026 in Wellington.
- (c) **Notes** a verbal report from attendees will be provided to a future workshop to discuss information and opportunities learnt from the attendance.
- (d) **Notes** there are sufficient funds in the 2025/26 budget to enable attendance with a current balance of \$6,100, and anticipated cost of \$1,160.
- (e) **Notes** as a Council member of LGNZ, it is acknowledged that Mayor Gordon, one councillor, and the Chief Executive attend in accordance with the membership and policy requirements. The Mayor and the Chief Executive will be attending the May Rural and Provincial Sector meeting.

3. BACKGROUND

- 3.1. The LGNZ Rural and Provincial Sector meetings occur three times a year, being February, May and November. Councillor Goldsworthy attended the February 2026 meeting with the Mayor and Chief Executive.
- 3.2. The Elected Member Conference and Training Policy enables one councillor to accompany the Mayor for LGNZ National, Rural/Provincial and Zone 5/6 conferences when the event is held outside the Canterbury region. Variation from the policy can occur with the endorsement of the Council, on a case-by-case basis.

4. **ISSUES AND OPTIONS**

- 4.1. In April the Mayor sought councillors interest to attend the Rural and Provincial Sector meeting resulting in Councillors Redmond and Fulton indicating a desire to attend the forum. As the policy permits one councillor to attend, the report seeks endorsement for both councillors to attend the May 2026 Sector meeting.
- 4.2. Both councillors would benefit from attendance, which enables knowledge sharing and networking opportunities. The programme will include topics related to the current fuel crisis, economic impacts, energy resilience in an uncertain economy, along with discussions with Ministers of the Crown and regional mayors.
- 4.3. There is no cost for the Sector meeting itself, with travel costs of flights and one night of accommodation totalling \$1,160 for both councillors. There is adequate provision in the elected member travel account.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report. However attendance by elected members enhances information and future decision making for the community benefit.

- 4.4. The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. However, the conference provides benefit, particularly to members, to gain a greater understanding about Local Government and provides both learning and networking opportunities.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

Governance administers an operational training and travel budget of Councillors and the Mayor as determined through and included in the Annual Plan/Long Term Plan. There are sufficient funds in the 2025/26 budget to enable attendance.

The travel budget currently has an available balance of approximately \$6,100. The anticipated spend from the proposed Wellington trip is \$1,160.

The National Conference has been moved from July to October 2026, with a report coming to the Council in the new financial year.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts with the travel component.

6.3. **Risk Management**

There are not 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

Not applicable.

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report. Governance - There are wide ranging opportunities for people to contribute to the decision making that effects our District.

7.4. Authorising Delegations

The Council has the delegation to decide attendees of the LGNZ Conference, Rural and Provincial and Sector meetings as per elected member conference and training course attendance policy dated March 2025.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: EXC-57/260421100842

REPORT TO: COUNCIL

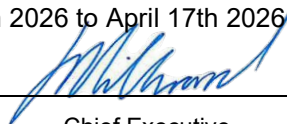
DATE OF MEETING: 5th May 2026

AUTHOR(S): Jeff Millward - Chief Executive

SUBJECT: Health, Safety and Wellbeing Report – March 2026 to April 17th 2026

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

_____ General Manager

_____  Chief Executive

1. SUMMARY

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing (HS&W) matters between 17th March 2026 and 21st April 2026. The dashboard reporting in the appendices cover trends between May 2025 and March 2026.
- 1.2. There were 21 incidents which occurred from 17th March 2026 and 21st April 2026. There are 158 lost time hours to the organisation. This is inclusive of projected hours based on medical certificates.
- 1.3. Flamingo Scooter did not report any incidents within this period.
- 1.4. Rangiora Airfield did not report any incidents within this period.
- 1.5. Aquatic Facilities staff incidents are included in this report. Public incidents are included in the graphs in Appendix B.

Attachments:

- i. Appendix A: Incidents, Accidents and Near misses
- ii. Appendix B: Health, Safety and Wellbeing Dashboard Reports.
- iii. Appendix C: Contractor Health and Safety Capability Pre-qualification Assessment (drawn from the Site Wise database)

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 260421100842.
- (b) **Notes** that there were no Worksafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015
- (c) **Circulates** this report to the Community Boards for their information.

3. **BACKGROUND**

- 3.1. The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence to make sure that the organisation complies with its health and safety duties.
- 3.2. An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Mayor, Councillors and the Chief Executive are considered to be Officers of the Waimakariri District Council.

4. **ISSUES AND OPTIONS**

4.1. **Incidents, Accidents & Hazards**

- 4.1.1. 17th March 2026 and 21st April 2026 shows an increase of Injuries for both members of the public and staff.
- 4.1.2. Injuries incurred have been due to staff being unaware of their surroundings and general slips, trip and falls by members of the public. Staff injuries have been managed and return to work plans are in place where necessary.
- 4.1.3. Vehicle and Property Damages reported are both contractor and staff related. Drug and Alcohol post incident tests were conducted where applicable. Negative results were returned.
- 4.1.4. Adverse Interactions have consisted of threatening behaviour from members of the public towards staff. We continue to involve the Police as necessary to ensure the safety and wellbeing of our staff.
- 4.1.5. No Flamingo Scooter incidents for this reporting period
- 4.1.6. No Rangiora Airfield incidents for this reporting period
- 4.1.7. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Reporting of all incident occurrences has been consistent with staff and incident information has been thorough. Communication with contractors and members of the public where applicable.

4.2. **Implications for Community Wellbeing**

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There was some lost time as per reported incidents. There are no financial implications of the decisions sought by this report.

Budget is included in the Annual Plan/Long Term Plan in association to some leave of absence only and minor correction to processes and associated incident correction.

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.

The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.

The regular review of risks is an essential part of good safety leadership.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

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

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

7.3. Consistency with Community Outcomes

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

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

7.4. **Authorising Delegations**

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

Appendix A
WDC Incident Reports

Date	Event Description	Incident Type	Person Type	Outcome & Response
24/03/2026	A civil contractor was witnessed using a fire hydrant without a permit. No backflow protection was used. This introduces the risk of a cross-contamination backflow event occurring during the use of the fire hydrant.	Other	Member of Public	The civil contractor was contacted. They have responded with assurance they have updated processes, worker education and use of backflow. No contamination was detected.
24/03/2026	A staff member sprained their lower back while clearing debris off a Stormwater intake	Injury	Employee	Staff member has been receiving treatment. Returned to work.
26/03/2026	An elderly member of the public stumbled and fell in the library, splitting their knee open.	Injury	Member of Public	Staff administer first aid until the ambulance arrived.
26/03/2026	Diesel stolen from a hired digger and loader in Oxford.	Other	Member of Public	No damage noted on locked fuel caps. An agreement has been negotiated with a local farmer to store vehicles on their property away from the road
26/03/2026	Broken wide Lense mirror on tip truck due to clipping a wooden pillar when backing.	Property/Vehicle Damage	Employee	No further damage was done to the vehicle or the pillar. Vehicle mirror has been repaired.
30/03/2026	A staff member was abused by a member of the public after they aggressively drove towards them and then approached the staff member.	Adverse Interaction	Employee	The staff member activated their body worn camera. The member of the public then left. WDC have contacted the offender. Investigation ongoing.
31/03/2026	The fire brigade turned out due to smoke from a generator when the power was out. This was due to the gen not being quite in the right spot. "Smoke" due to misalignment of the generator exhaust with the exhaust chimney in the building.	Other	Employee	The staff have been updated on correct alignment of the exhaust to avoid reoccurrence. No damage or staff harmed.
7/04/2026	A contractor damaged a fibre cable with their digger when scrapping out a driveway for sealing.	Property/Vehicle Damage	Contractor	The cable was known to be shallow in some places (previous fibre strike), Incident #6621. Approx location of cable was known and sand aggregate used to cover cables was visible. Requested D&A testing be considered but declined by contractor. Fibre repaired immediately by the contractor.

9/04/2026	A digger hitch moved and dropped hitting a staff member in the shoulder while they were removing strop. Due to the rough terrain and thick bushes, the digger lent sideways slightly and clipped the staff members shoulder, knocking them backwards.	Injury	Employee	Staff member was seen by a GP. They have strains, bruising and slight concussion from the fall. Discussions with staff about unstable ground and position of the digger. Staff member recovering well. Still under investigation.
10/04/2026	The public toilet in the Rangiora Service Center was left in a terribly unhygienic state.	Adverse Interaction	Member of the Public	The toilets were closed until cleaners had completed a thorough clean.
11/04/2026	A chain holding weight on a truck crane cable broke a newly attached safety device. The chain broke and the weight slid down the extended winch cable, clipping a contractor's finger. There was no damage to the finger and no first aid required.	Near Miss	Contractor	Under investigation. Contact has been made with the installer of the device.
14/04/2026	A magnetic road inspection sign fell off the side of a work vehicle while out doing inspections.	Other	Employee	Unable to locate the sign. Staff member left a note with Customer Services in case it gets handed in. – there was and inspection of the magnetic strip and no obvious reason for the detachment and has been put down to a one-off situation as not occurred in the past.
14/04/2026	A child fell against wooden cubbyholes in the children's areas in the Rangiora Library.	Injury	Member of the Public	No first aid required.
15/04/2026	A staff member twisted and tweaked their lower back while turning on a Fire Hydrant after the replacement of a valve. The valve was very stiff.	Injury	Employee	The staff member did not require first aid. They experienced discomfort but continued to work.
9/04/2026	A staff member exacerbated an existing, ankle sprain by side stepping another person moving into a hallway from a side door.	Injury	Employee	The staff member is under the care of a physio. Staff advised to take care when using the door and hallway.
12/04/2026	Youth running and being disruptive in the library.	Adverse Interaction	Member of the Public	Staff spoke to the youth regarding them running and knocking things over in the library.
15/04/2026	A staff member has a sore knee from impact with towbar as they went to bend down.	Injury	Employee	No first aid required. Staff to be aware of their surroundings.
17/04/2026	A staff member bruised their chest as they lent over to get something in a work vehicle, striking the gear stick.	Injury	Employee	No first aid required. Staff to be aware of their surroundings.

17/04/2026	A staff member hit their head when placing a plastic matt on the tray of a truck.	Injury	Employee	No first aid was required. Bruising to the staff members head.
17/04/2026	A cleaning contractor got stuck in the lift, as the door did not open.	Other	Contractor	The contractor was able to get the lift open. The Library Manager arranged for the lift to be serviced.
17/04/2026	Adverse interaction between residents.	Adverse Interaction	Member of the Public	Ongoing adverse interactions between residents at housing for the elderly.

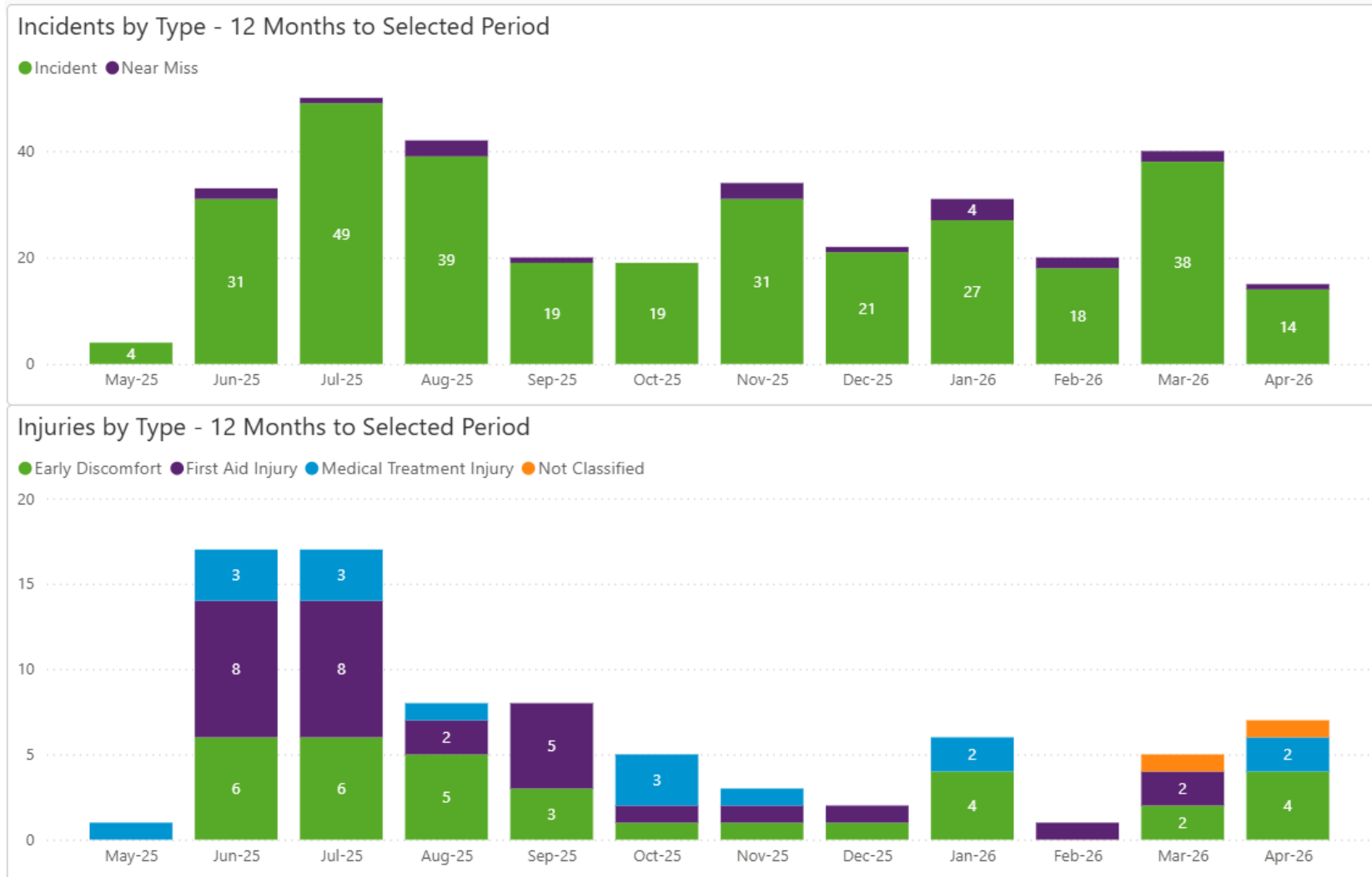
Airfield Incident Reports – No incidents reported for this period.
Aquatic Facilities public incidents are included in the graphs in Appendix B.
Flamingo Scooter Incident Reports: No incidents reported for this period.

Safety Inspections (Workplace Walkarounds)	<ul style="list-style-type: none"> • Workplace Walkaround & First Aid Kit Checks next due June 2026
Training Delivered	<ul style="list-style-type: none"> • Confined Space & Atmospheric Testing (2 WU staff) • Pool Lifeguard Practising Certificate (1 Aquatic staff) • First Aid Training 7 & 10 April 2026 (11 Aquatics staff)
Scheduled Training	<ul style="list-style-type: none"> • Fire Extinguisher Training 23 April 2026 (12 Staff/Fire Wardens) • Permit to Work Issuer 24 April 2026 (3 WU staff) • First Aid Training 8 May 2026 (26 staff confirmed) • TDDA Drug & Alcohol Training 15 May 2026 (12 to 24 staff) • Permit to Work Issuer & Receiver 15 May 2026 (1 WU staff) • Situational Safety 21 May 2026 (up to 16 staff per session) • First Aid Training 1 July 2026 (up to 25 staff) • Permit to Work Issuer & Receiver 2 & 3 July 2026 (1 WU staff)

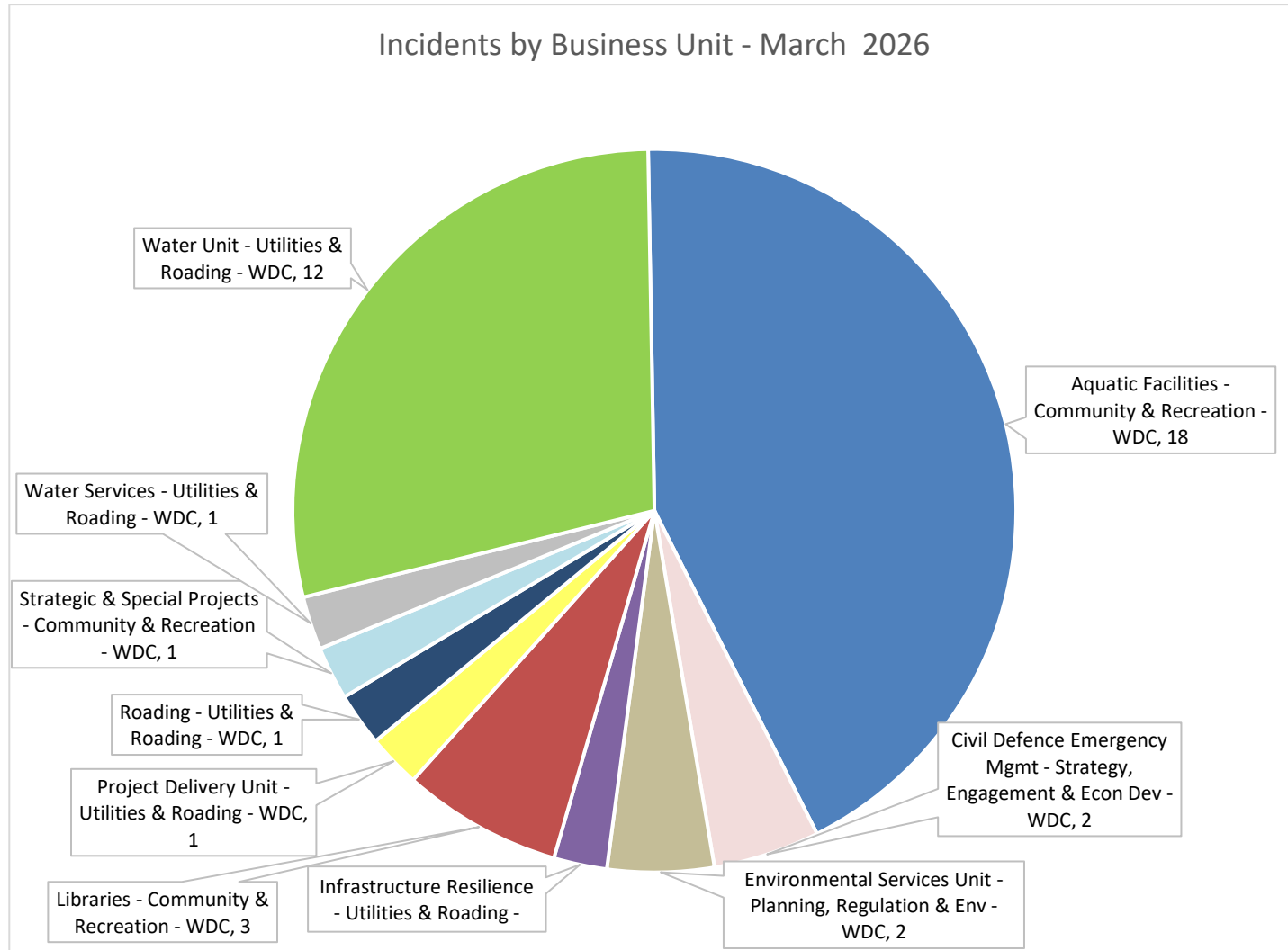
Appendix B

(All graphs in Appendix B show information recorded in the new Health and Safety Management System to date)

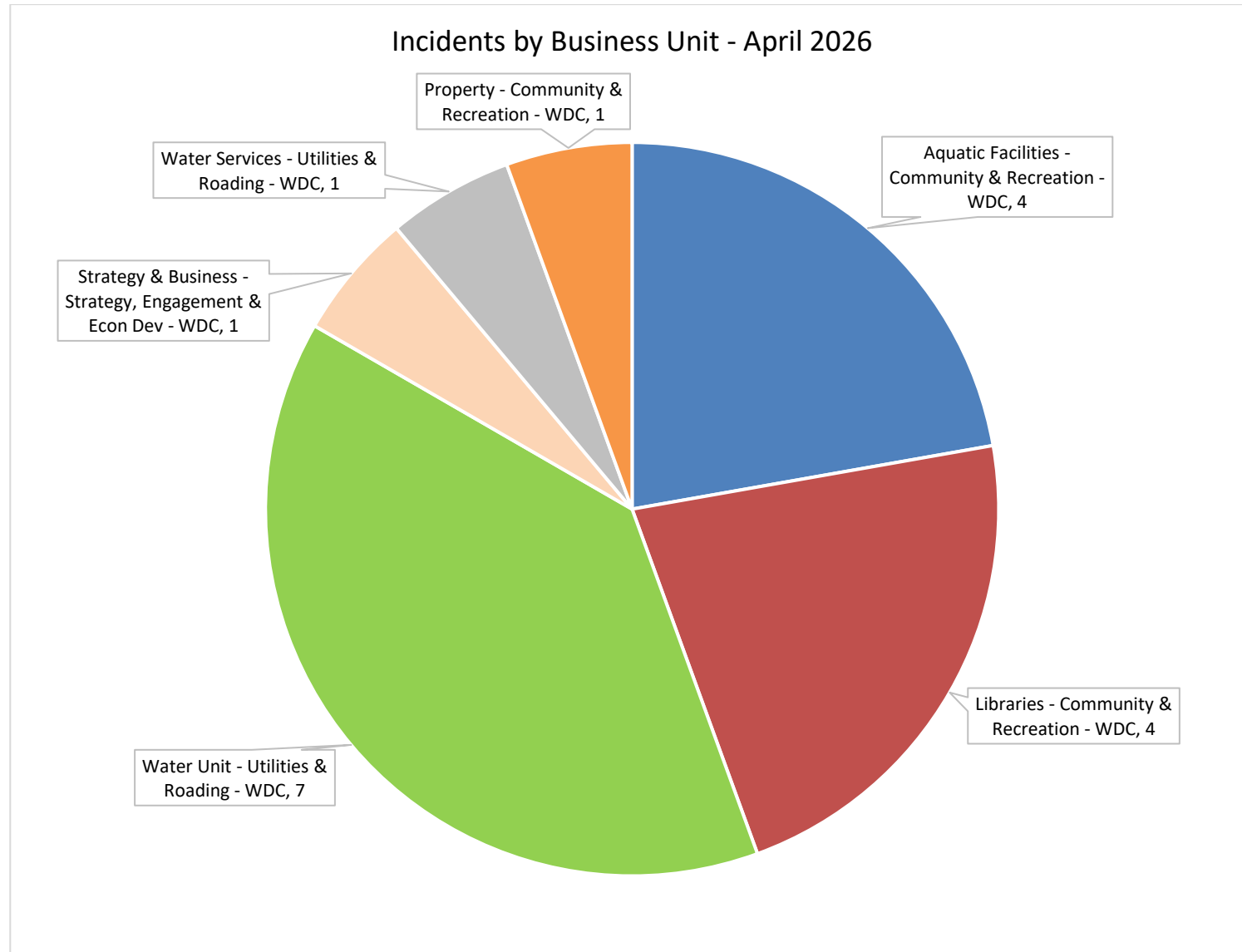
May 2026 – April 21st 2026:

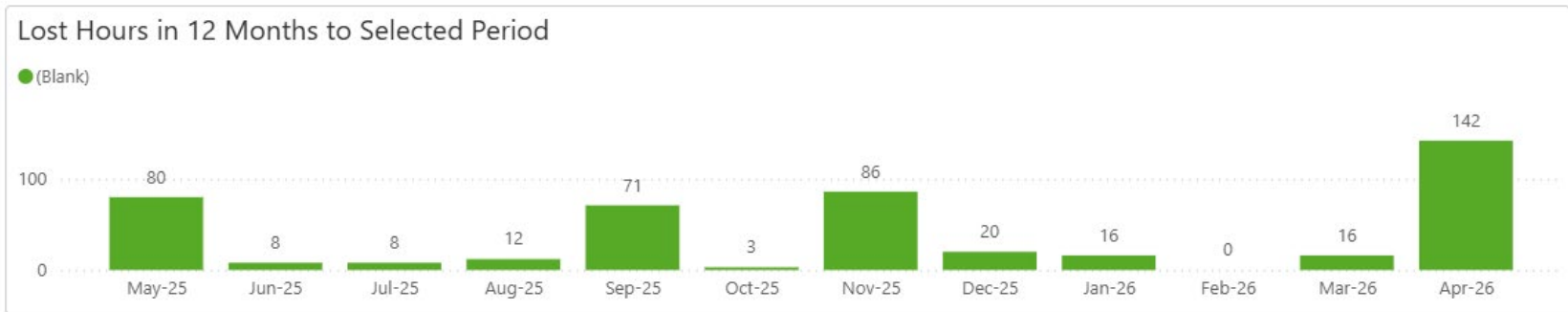
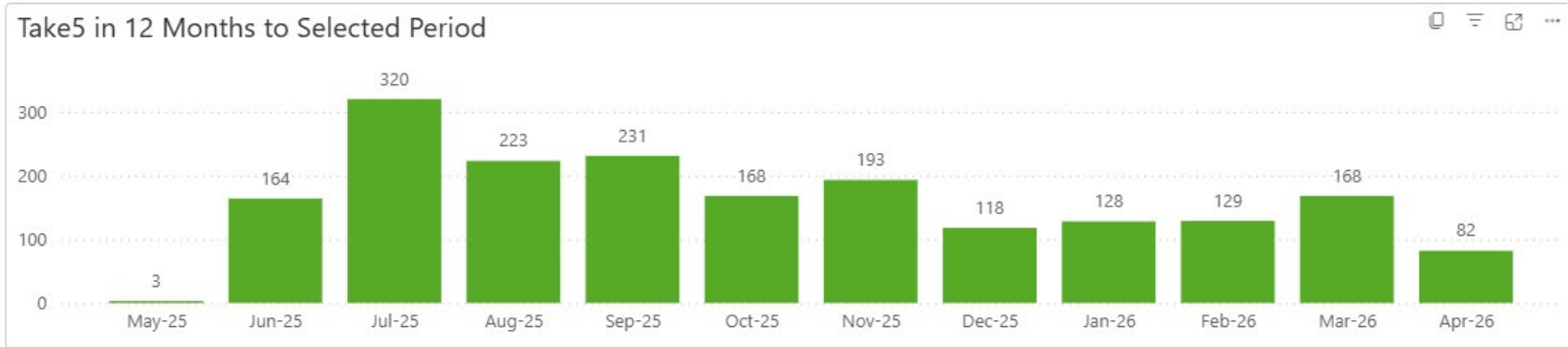
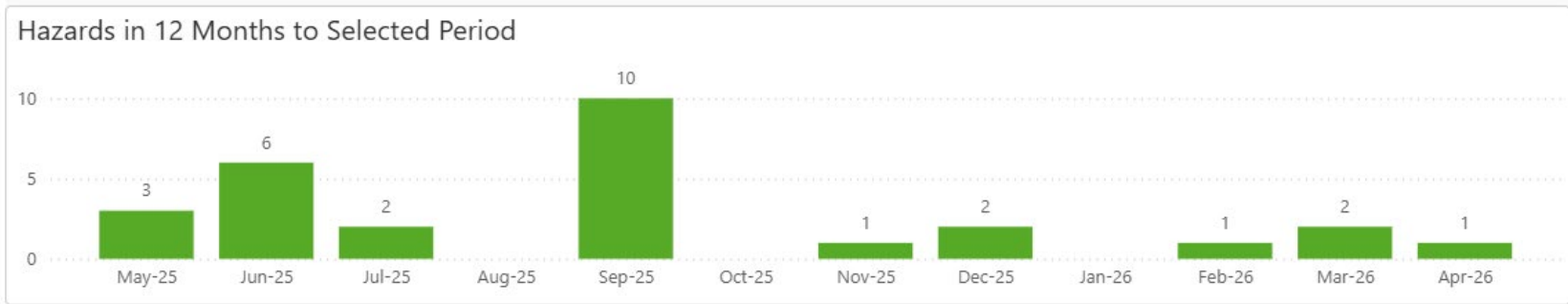


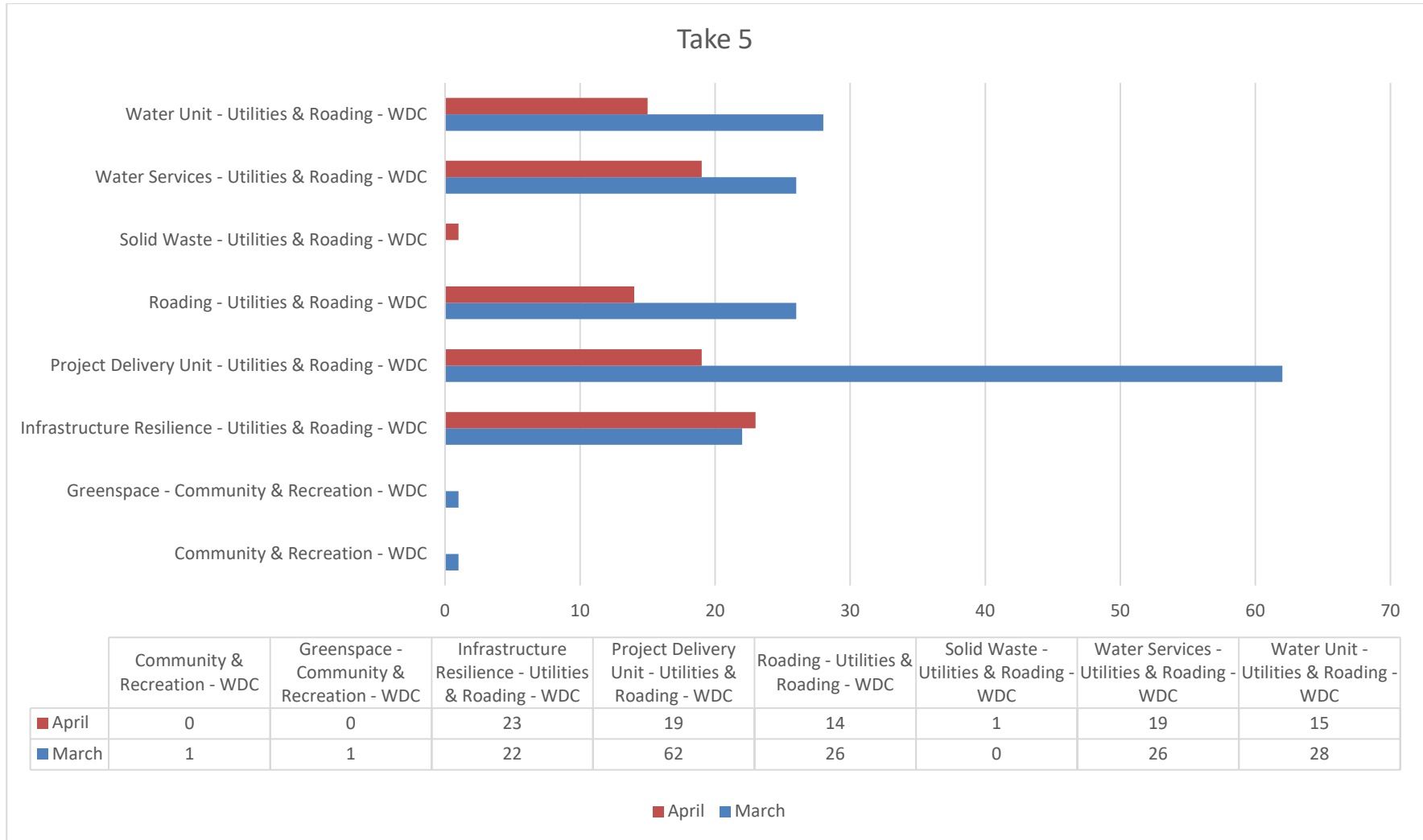
**Incidents by Business Unit:
March 2026:**

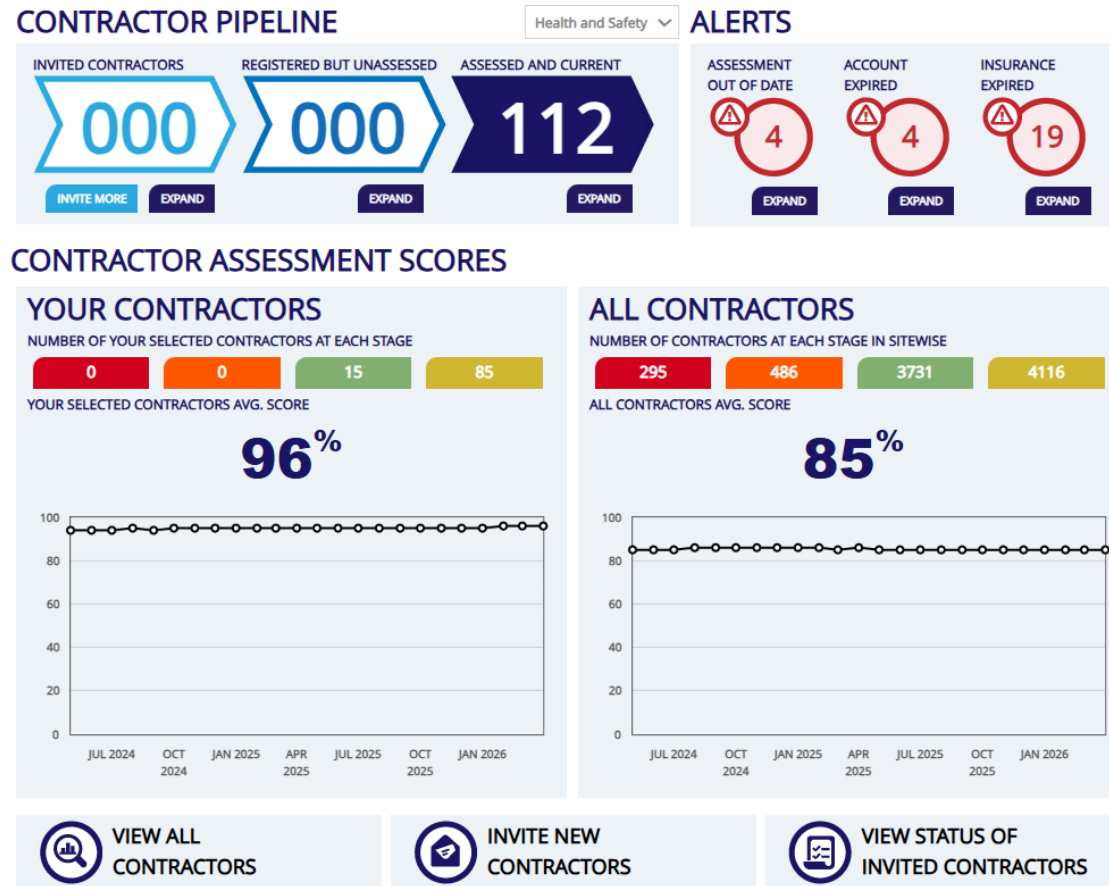


April 2026:









Above is the current status of our preferred contractor database held within SiteWise.

Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise.

SiteWise issue reminders as well as the HS&W team once a month until they have updated them.

“YOUR CONTRACTORS” is referring to our preferred contractor list. “ALL CONTRACTORS” is referring to the full contractor list.

“INVITED CONTRACTORS” is referring to the number of new contractors we have invited and as preferred this past month. “REGISTERED BUT UNASSESSED” is referring to the contractors that have applied to Sitewise but have not submitted documentation for assessment yet.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: Gov-26-10-06 / 250812148839


REPORT TO: OXFORD OHOKA COMMUNITY BOARD

DATE OF MEETING: 8 April 2026

AUTHOR(S): Ken Howat, Parks and Facilities Team Leader

SUBJECT: Pearson Park Stage Cover Proposal

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



General Manager

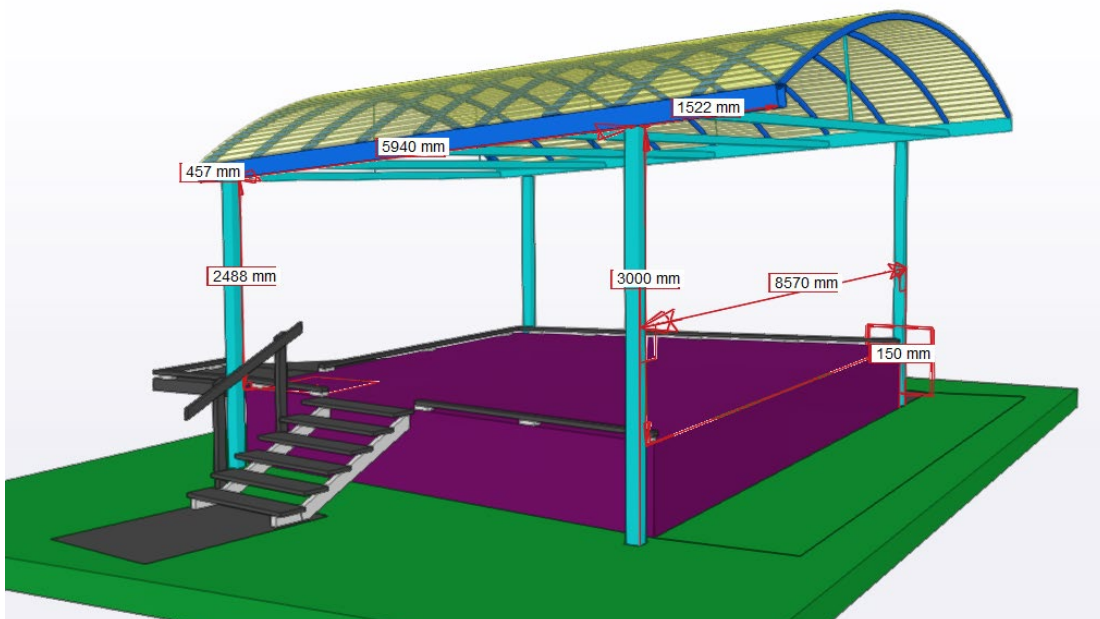


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to consider a request from the Pearson Park Advisory Group (PPAG) to install a cover over the stage located within the old bowling green area (referred to as the village green) in Pearson Park, Oxford.
- 1.2. The stage was installed in 2016 as part of Stage One of the Pearson Park Concept Plan, which was approved by the Oxford Eyre Ward Advisory Board in 2015. While the Concept Plan identified the stage as a priority community asset, it did not include a roof structure. During the detailed design and approval process in 2016, the option of a roof was considered but was not progressed at that time due to budget constraints. It was explicitly noted that a roof could be added at a later date, subject to funding being sourced externally to Council's capital contribution.
- 1.3. Since 2017, PPAG has received an annual \$10,000 grant from Council through the Long Term Plan for capital improvements within Pearson Park. As a result, the group has accumulated approximately \$57,000. PPAG has now indicated that it wishes to pursue the installation of a roof over the stage using these accumulated funds, potentially supplemented by external fundraising.
- 1.4. The Concept Plan did not include the installation of a cover / roof over the stage. It was noted in a report to the Oxford Eyre Ward Advisory Board in August 2016 proposing the installation of the stage, that the inclusion of a roof over the stage would push the project beyond budget provision and that external funding should be sought.
- 1.5. The proposed roof over the Pearson Park stage is a concept design only. No engineering specifications or formal costings have been undertaken at this point. The PPAG has provided an estimated cost of up to \$40,000 for the project based on preliminary discussions with the supplier. PPAG is seeking approval from the Community Board before committing further funds to detailed design and investigation.
- 1.6. While a roof may offer some functional benefits, its ability to significantly increase stage use or contribute to broader economic or community activation has not yet been clearly established.
- 1.7. PPAG currently holds \$57,000 for capital improvements for Pearson Park. It is believed that this could be sufficient to meet the cost of a roof, however this would mean the funds the group has are likely to be exhausted. The PPAG have indicated a willingness to undertake fundraising efforts to avoid exhausting this fund, as these will be needed for other future projects within Pearson Park. It is also noted that \$5,600 was recently spent on park improvements including realignment of paths, relocation of a park bench, and installation of a concrete pad for an additional bench.

- 1.8. There are other projects that could be done and have not been progressed over the years as the PPAG looks to install the stage cover. This includes discussions around skate park improvements, general seating and other amenity items. The below is a list of projects that have been raised from within the community:
- Community led bike track installation (they require financial support to proceed and have identified a location within Pearson Park).
 - Skate park improvements, this has been raised by the community.
 - Local school submissions to the 2024 Long Term Plan. This has included setting up dirt track for bikes and skate park improvements,
 - A number of community and sporting initiatives including Menzshed, Oxford Football and the recent gym installation, all of which required funding to realise.
- 1.9. Staff have assessed the proposal and consider that a sufficiently robust business case has not yet been demonstrated. Since its construction in 2016, the stage has been used infrequently and has not yet developed into a regularly activated community space. While the proposal is supported by several local organisations and the Pearson Park Advisory Group has funding available, there is currently limited evidence of broader community demand or a clearly defined programme of use that would indicate a significant increase in activation. Staff therefore have concerns about adopting a “build it and they will come” approach and recommend that a clearer activation strategy be developed before proceeding with additional infrastructure investment.
- 1.10. Parks projects are driven by a demonstrated demand within a community, to this end, there has not been community support evidenced for the installation of a roof over the stage. During this period as stated above, bike tracks, sports groups and skate park improvements have all been raised. The PPAG budget is the mechanism for such projects to be considered. Below is a concept design of the stage roof.



2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 250812148839.
- (b) **Approves** deferring a decision on the request to install a roof over the Pearson Park stage until a clear activation and use strategy is provided and evidence of community demand and need has been demonstrated.

OR

- (c) **Recommends** to Council that the request to install a roof over the Pearson Park stage be approved and that the Pearson Park Advisory Group be authorised to proceed with construction using available allocated funds.

OR

- (d) **Declines** the proposal to install a roof over the stage noting that there is no offered evidence on the use and activation of the stage area and detailed costings and estimated maintenance plan have not been provided.
- (e) **Notes** that hiring a covered stage is standard practice across Canterbury for event organisers, and that the associated costs relate to hire only, rather than creating a Council-owned asset that would require depreciation, renewal funding, and ongoing maintenance. This is an avenue that the Pearson Park Advisory Group may be interested in pursuing.
- (f) **Notes** that the Pearson Park Advisory Group are invited to give a deputation to the Community Board to outline recent project proposals from the community and how it intends to use the funds it has from Council to meet these needs.
- (g) **Notes** that the proposal is supported by the Oxford Community Trust, Oxford Promotions Action Committee and Oxford Lions Club.
- (h) **Notes** that no events are currently booked or have enquired about the stage including no indication that the presence of a roof would attract artists.
- (i) **Notes** the supplied concept design is only a visual concept, and no engineering design or costings have been undertaken.

3. **BACKGROUND**

- 3.1. In 2013 staff as part of the consultation for the development of the Sport and Recreation Reserve Management Plan, gathered ideas from the Oxford community regarding the development of a concept plan for Pearson Park. The concept plan was developed and approved by Oxford Eyre Ward Advisory Board in 2015.
- 3.2. Due to the diverse nature of Pearson Park, the approved concept plan was divided into four distinct stages to guide development. These stages were prioritised, with Stage One addressing the high priority elements. This included the transformation of the former bowling green into a vibrant community space, with the installation of the stage as a central feature.
- 3.3. The Pearson Park Concept Plan 2015 has since been implemented and included installation of a stage on the former bowling green, basketball half court, skate area, playground, pétanque court, additional seating, community garden, sealing of the market car park and additional amenity planting and landscaping.

- 3.4. In August 2016 the Greenspace Manager reported on the stage development to the then Oxford / Eyre Ward Advisory Board. The report has extracts relating to the idea of a roof as part of the original installation of the stage. This included conversations at the time with staff and Oxford Promotions Action Committee (OPAC). This detailed that at the time members of OPAC were split in their support for the stage. OPAC at this time decided that they would not provide any feedback but instead leave it to individual members to comment on the stage.
- 3.5. The following table has been taken from the 2016 report to outline the previous discussion on the stage and the concerns and comments made relating to the idea of a roof. This discussion shows the level of work that the PPAG, OPAC members and staff have previously put into the stage.

Concern Raised	Staff comment
There is no need to have the stage near the pavilion to use the pavilion amenities as these have not been required before for the Christmas Carols and the head drama teacher of the Oxford Area School has stated that they will not use the stage for larger performances instead preferring the Oxford Town Hall.	The stage is not only being built to cater for events which already take place but to provide more opportunity for different types of events. It is expected that large performances will still use the Oxford Town Hall as this has been built fit for this purpose.
There will be an 8m gap between the stage and the Pavilion doors, During drama performances the audience will see the performers	The 8m gap can easily be screened so that the audience can-not see performers. This is only the case for theatre type performances. Other types of performances can still use the amenities such as the kitchen and toilets available in the pavilion without needing to provide screening
Bands will have to cart their gear some 21 metres to get to the stage. If located on the western side vehicles would have direct access	The surface of the green as very free draining and is very rarely wet. It can therefore be driven on to allow access to the stage. There will also be fully sealed access from the Pearson Park Pavilion Car Park. While it is always easier to have direct access to a stage musicians who play in pubs and bars and provide their own sounds equipment often move this a reasonable distance.
Current location makes it difficult to perform with sun in the performers eyes.	The sun will only be in the performers eyes for a short period of time. The large trees will ensure that there is shade late in the day. The alternative proposed location will have the opposite effect of having the audience staring at the sun and not being able to see the performance.
Any performance which is in the open the sound is disbursed, a shelter would bounce sound directing it. The stage needs a roof a back and two thirds of each side Locating next to the sheds is better for pushing out the sound	The majority of performances now use amplified speakers to project the sound. The speakers are placed at the front of the stage and therefore do not benefit from having any surrounding structure. If a sound shell is created then the performers should be standing right at the back of the stage to allow sound to be projected. A sound shell was originally created to project sound in the absence of amplified music.

<p>Without shelter performers are at risk of sun burn and the elements. Under Health and Safety legislation the Pearson Park Advisory Group has a duty of care to provide shelter to performers on the stage and while this could be done using gazebo's history suggests this is not practical in Oxford</p>	<p>It is felt that weather or the effects of the elements should be identified in the required health and safety plan for an event. The plan would identify the hazards and ways these can be mitigated. A lack of shelter does not represent a particular challenge to the health and safety of performers. The audience would of course be experiencing the same elements. The cost of an additional roof and sides to the stage would push the project beyond its current budget provision. A separate roof structure can be added at a later date and the Pearson Park Advisory Group have committed to trying to source outside funding for this. The current design does provide a kick rail to allow tents either 3x3 or 3x6 to be lashed to the stage.</p>
<p>The stage location would mean that sound is directed towards the Ringwood Flats. It would be better if the stage was on the western side then sound would be directed towards the supermarket and absorbed by the large trees</p>	<p>A number of factors have been considered in the location of the stage these are described in more detail in section 3.6.5. While the stage would face more towards Ringwood Flats than the supermarket the distance is still significant. If large events were being planned with amplified music such as an outdoor concert then all effected neighbours would be contacted regardless of the location of the stage. It should also be noted that locating the stage on the western side would face the Meyer Place flats which are closer.</p>
<p>Any concern about the stage being used by locals for drinking if located next to the sheds the stage could be deer fenced and locked</p>	<p>There is no plan to fence the stage area. The stage can easily be lit using sensor lights on the Pearson Park Pavilion should antisocial behaviour become an issue.</p>
<p>If the stage was located on the western side with a roof and sides it would act as a wind break for the audience</p>	<p>The village green is surrounded on two sides by large trees and another side by fences and the Pearson Park Pavilion. This creates a very sheltered location. If North West Winds are strong and this is going to effect the stage or the spectators then the event should be postponed.</p>
<p>If the stage is located on the western side then parents can watch the stage as well as keeping an eye on children in the playground. Having the stage in the north eastern corner means parents will have their backs to the playground.</p>	<p>Staff believe that it is safer to make parents choose between looking after their children and watching a performance. If a child is young enough to require parental supervision then parents should be doing this without distraction.</p>
<p>Under stage three of the concept plan it is proposed to move the fencing from around the village green. The removal of the fence between the Oval and the Bowling Green will remove wind protection from NW wind and create a wind tunnel.</p>	<p>While this is on the concept plan it is at this point just a concept and a very long way into the future. More detailed design work would be done before any fences were removed and consultation with user groups.</p>

<p>The existing eastern fence provides a large seating area which would not be used if stage located in current proposed location. This means more seating would be required at an additional cost.</p>	<p>The eastern seating can be moved or more seats provided in other locations. Providing more seats will come with an additional cost however this cost is considered acceptable when compared to the benefits of the stage location</p>
<p>It has been suggested that there is sufficient flat ground remaining in the rest of Pearson Park however it is the only flat area in the children's playground area of the park and as such is used for many activities. The creation of grass mounds will prevent this.</p>	<p>There are no immediate plans to create the mounds that are shown on the concept plan. At this stage it is proposed that the existing concrete surrounds are removed and the drop is shaped and grassed however this would not take place until 2017. The current concrete surrounds create a sense of separation of the village green to the rest of the park. Removing these and contouring the transition will create a better connection while still creating a sunken lawn feel.</p>
<p>If the community built the structure it could be built more economically</p>	<p>The Pearson Park Advisory Group moved a motion at their July 2016 meeting to have a contractor complete the work. The reason for this was the acceptable quote price and the time it will take to organise the community to undertake the works.</p>
<p>The closest power outlet in the Pavilion is 21 metres away. If the stage was located next to the sheds it would only be 15.5m. Exposed cabling is a risk especially when 21 m long</p>	<p>If power is required for an event this can be taken from inside the pavilion which will be no more that 8m from the stage. Long term the plan is to provide power to the outside of the building for performers to use. This is consistent with other halls such as Ohoka Hall and also some premier parks (public gardens) Victoria Park and Trousselot Park.</p>
<p>The stage needs to be something that Council and the community can be proud of.</p>	<p>The Pearson Park Advisory Group believe that the stage will be something the community will be proud off however they have also considered how much the stage is likely to be used, the cost of the stage, the functionality of the stage and the surrounding natural environment.</p>
<p>A roof will provide the opportunity for lighting effects</p>	<p>While having a roof would be beneficial in allowing lighting displays at this stage this would not justify the added cost.</p>
<p>The proposed grass mounds will be used as a bmx track</p>	<p>The grass mounds are not proposed as part of this report. The grass mounds have not yet been designed in detail however it should be noted that grass mounds would have to be mown easily so would only be able to be at a 1:4 gradient. This would make them difficult to be used for BMX</p>

Wind will be an issue in the proposed location which will effect either microphones or people not using microphones	The entire village green is reasonably sheltered. If the wind is strong then this will be an issue no matter where the stage is located and should be a consideration of the health and safety plan for the event.
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- 3.6. The above table demonstrates that at the time of installation, the roof was not included and any further funding for this would be sourced externally from Council by the PPAG. At the time the thinking for the roof was to shield performers and provide for lighting shows, both of these concerns have been addressed above with feedback. At this time, the option of hiring a stage with roof (generally a trailer that is brought in via a truck) would have its own lighting set up. Lighting set ups are generally very technical in nature and would have to be designed in at the time of installation.
- 3.7. During the 2021-2031 Long Term Plan consultation, there were several requests for assets at Pearson Park. This included Bike based recreation, skate area improvements and general youth focused facilities. This included a submission by the Oxford Ohoka Community Board. The Board specifically stated that it wanted an extension to the Oxford Skate Park, noting that members have observed high usage by both locals and visitors to the area.
- 3.8. In the 2024-2034 Long Term Plan consultation, facilities for youth in Oxford were put forward. This included a further submission on an upgrade to Pearson Park skate park from members of the public. Others also advocated for bike jumps, although this was generally in Oxford, not specifically Pearson Park. Along side the bike jump there was also call for a dirt bike track (non-motorised). Each of these facilities could be projects that the Pearson Park Advisory Group looks to implement or work with the wider community to implement. In one example this has occurred with the Bike Oxford group which has led to a lets talk at Pearson Park.
- 3.9. In each of the above instances, the submitters have been pointed to the Pearson Park Advisory Group. It is unclear if these offers were followed through, what is known is that demand exists for such facilities and Pearson Park and the Advisory Group do hold a key position in helping enable this demand.
- 3.10. During this period, the stage roof has not been raised as an item of interest by the wider community. At present no program of activation or how the stage might benefit the wider Oxford economy has been presented or understood. Interest in the roof has been expressed by the Pearson Park Advisory Group and several local organisations, who view it as a way to improve the functionality of the stage, provide greater comfort and certainty for performers, and reduce weather-related barriers to hosting small community events. Supporters have indicated that even modest shelter could make the stage more practical for acoustic performances, school or community group use, and informal gatherings.
- 3.11. Staff note that the proposed roof would provide limited protection from sun and rain due to orientation and weather conditions, and it is not designed to enhance sound amplification. As such, while the aspirations of those supporting the roof are acknowledged, there remains uncertainty about whether the proposed structure would materially change the level of activation or use of the stage.

4. ISSUES AND OPTIONS

- 4.1. Extensive community feedback was gathered during the initial development of the Pearson Park Concept Plan in 2013, which supported the inclusion of a stage within the village green area. While the original consultation captured general interest in a stage, including some feedback regarding a roof structure, no formal consultation has been carried out with the broader community to determine current levels of interest or demand for the proposed addition. However, support for the roof installation has been expressed from local groups including the Oxford Community Trust, Lion Club, Oxford Area School and OPAC.

- 4.2. Staff have provided a range of options for the Community Board to consider in response to the request to install a roof over the Pearson Park stage. These options recognise that any decision to proceed with the installation of a permanent roof structure would introduce a new Council owned asset and associated operational and depreciation costs. For small assets (like those usually approved by the Board through its general landscape fund) the operational and depreciation costs are relatively minor and can be absorbed into existing budgets. The stage roof has an estimated cost of over \$50,000 and therefore requires Council approval of additional operational funding.
- 4.3. The options presented enable the Community Board to determine whether it wishes to recommend that Council proceed with the installation, defer a decision pending further information, or decline the proposal at this time. Variants to these options are also included, such as requesting further investigation or trialling alternative approaches, including the temporary hire of a covered stage, which may allow activation of the space to be tested without committing to long-term infrastructure investment.
- 4.4. Pros and Cons of the Proposed Stage Roof

Potential Benefits

- A roof over the stage could improve its usability by providing some shelter for performers and equipment, potentially reducing weather-related constraints for small events.
- Covered infrastructure may make the stage more attractive to community groups and local organisations seeking an outdoor venue for performances, ceremonies, or gatherings.
- Several local organisations, including OPAC, the Oxford Community Trust, the Lions Club, and the Oxford Area School, have expressed support for the addition, indicating some local advocacy for the proposal.
- Funding is currently available through the Pearson Park Advisory Group's accumulated capital budget, meaning the project would not require additional immediate capital funding from Council.
- Installing a roof may help protect the existing stage structure from weather exposure, which could contribute to asset longevity.

Potential Risks and Limitations

- Since its installation in 2016, the stage has seen limited use and has not been consistently activated as a community space, raising uncertainty about whether a roof would materially increase usage.
- There is currently no demonstrated programme of events, forward bookings, or activation plan to indicate that the roof would generate additional or regular community use.
- Proceeding without clear evidence of demand risks a "build it and they will come" outcome, where further investment does not translate into meaningful community benefit.
- Ongoing maintenance, inspection, and renewal costs associated with a roof structure are currently unquantified and unbudgeted, which may create future operational and financial implications for Council.
- Allocating a significant portion of the PPAG's available funding to the roof could limit the group's ability to support other community-identified priorities, such as skate park upgrades, bike-based recreation, seating, or youth facilities.

- The proposed design is conceptual only, with no engineering assessments or confirmed costings completed at this stage, increasing the risk of cost escalation or design changes.
- Portable covered stage hire is a commonly used alternative across Canterbury and may provide a more flexible, lower-risk way to support events without committing to permanent infrastructure.

4.5. Option 1. The Oxford Ohoka Community Board could approve the request to install a roof over the stage.

This option would allow the Pearson Park Advisory Group to proceed with the installation of a roof over the existing stage using their available funds. While this aligns with the group's long-standing aspirations and has support from several local organisations, staff note that the stage area has not been well utilised since its construction and remains largely inactive. Proceeding without clear evidence of demand or a programme of use may risk further underutilisation of the space.

4.6. Option 2. The Oxford Ohoka Community Board could approve the request to install a roof over the stage in principle subject to the provision of detailed costings and construction specifications.

This option would allow the Pearson Park Advisory Group to progress the proposal while ensuring appropriate oversight and due diligence, requiring that detailed costings and engineered construction plans be provided before final approval is granted.

4.7. Option 3. The Oxford Ohoka Community Board could decline the request to install a roof over the stage.

According to the Pearson Park Advisory Group, declining the proposal to install a roof over the Pearson Park stage, may result in missed opportunities to enhance the usability and appeal of the space. This is discussed in some detail in section 3.5 above which is an extract from the original report that approved the installation of the stage.

4.8. Option 4. The Oxford Ohoka Community Board request that the Pearson Park Advisory Group investigates the option to hire a stage.

The Pearson Park Advisory Group could explore working with event organisers to try out a covered stage on a small scale, rather than building something permanent. There are options for portable stage hire across Canterbury that are used for community events. This could be a helpful way to support an event and get a feel for how a covered stage might be used and received by the community. It would also allow the idea to be tested as an event finds its feet, before any longer-term decisions are made around capital funding. Many community events already use hired stages when needed, with set-up managed by experienced event providers. This is often accompanied with specialist AV or sound technicians who can further lessen the burden of set up on volunteers.

There is a local provider who has indicated prices that start from approximately \$2,500 depending on size of stage, transport and set up requirements. This also allows flexibility for where an event can occur as a portable covered stage can be moved to suit an events layout.

Option 5. The Oxford Ohoka Community Board could defer a decision to approve the request to install a roof over the stage subject to a clear activation strategy and evidence of need. (Staff recommend this option)

This option would allow the Community Board to withhold support for the proposed stage roof at this time, pending further evidence of need. Staff note that the stage area has not been actively used or well activated since its installation in 2016. Without a clear programme of use or demonstrated community demand, investing further in infrastructure may not be justified. Deferring the decision would allow time to assess how the space could be better utilised and whether broader community support exists for the proposed addition.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The installation of a roof over the Pearson Park stage has the potential to positively impact community wellbeing by enhancing the usability and accessibility of the space for a wider range of events and activities. Providing shelter would improve comfort and safety for performers and audiences, encouraging more frequent and diverse use of the park for cultural, recreational, and community gatherings. This could help foster social connection, local identity, and community pride. However, without a clear plan for activation or demonstrated demand, the benefits may not be fully realised, and the investment may not deliver meaningful outcomes for the wider community.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Several key local organisations, including the Oxford Community Trust, OPAC, Lions Club, and the Oxford Area school have expressed their support for the proposed stage roof, recognising its potential to enhance the functionality of the space for community events and performances.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The wider Oxford community may benefit from improved infrastructure at Pearson Park if the stage roof encourages more frequent and diverse events. A covered stage could support greater participation in outdoor performances, cultural activities, and community gatherings. However, it is unclear whether there is broad community support or demand for this investment. If the proposal is declined, some members of the community may feel their aspirations for a more vibrant public space are not being met, while others may view the decision as a responsible approach to ensuring public funds are used where there is clear and demonstrated benefit.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.

As part of the 2015-2025 Long Term Plan the Council allocated \$140,000 to the implementation of the Pearson Park Concept Plan. The money is spread across 10 years with \$50,000 in the first year and \$10,000 for the remaining 9 years with annual CPI adjustments. The Pearson Park Advisory Group currently have \$57,000 available.

If progressed, the stage roof would become a Council owned asset, with Waimakariri District Council responsible for its ongoing depreciation, inspection, maintenance, and renewal. While detailed design and specifications have not yet been undertaken, it is anticipated that the asset would be treated similarly to other small built park structures such as band rotundas.

Based on comparable assets, annual maintenance costs are estimated to be in the order of \$1,500 to \$2,000 per annum, covering routine inspections, cleaning, minor repairs, and upkeep. These costs are not currently budgeted for and would create an additional ongoing operational cost to Council.

The asset would also be subject to annual depreciation. Based on an indicative capital cost of \$50,000 and assuming a life span of 30 years, depreciation is estimated at approximately \$1,667 per year which would need to be factored into future renewals planning.

Should the Pearson Park Advisory Group be supported to further investigate or progress this proposal, a further report would be required to confirm final project costs. Any new operational or renewal funding pressures would need to be considered by Council, potentially through an Annual Plan or Long Term Plan process.

This budget is included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. Without detailed engineering plans or costings, there is a risk of unforeseen construction challenges or budget overruns. Additionally, investing in infrastructure for a space that has not been consistently activated may result in underutilisation, raising concerns about value for money and long-term maintenance obligations. There is also a reputational risk if the project proceeds without broader community support or clear evidence of need.

6.4. **Health and Safety**

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

The installation of a roof over the Pearson Park stage may offer health and safety benefits by providing shelter for performers and equipment during events, reducing exposure to weather conditions. This could help mitigate risks such as sunburn, heat stress, and weather-related damage to electrical equipment. However, it is also noted that performers typically occupy the stage for relatively short periods, and any exposure to weather conditions would be shared equally by the audience. As such, protection from the elements may not be a critical health and safety consideration.

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**

The management of reserves is legislated through the Reserves Act 1977.

7.3. Consistency with Community Outcomes

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

Environmental

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

Social

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

People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces.

7.4. Authorising Delegations

The Oxford-Ohoka Community Board has delegated authority to approve the recommendations in this report.

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 17 FEBRUARY 2026, AT 1PM

PRESENT

Councillors B Cairns (Chairperson), W Doody, B McLaren, N Mealings, S Powell, Deputy Mayor Redmond and Mayor Gordon (arrived 2:27pm).

IN ATTENDANCE

Councillors T Bartle (Audiovisual Link), and T Fulton.

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), S Hart (General Manager Strategy, Engagement and Economic Development), G MacLeod (Greenspace Manager), T Sturley (Community Team Manager), M Greenwood (Aquatics Manager), L Sole (District Libraries Manager), G Stephens (Design and Planning Team Leader), K Nutbrown (Communications and Engagement Lead), W Howe (Community Development Team Leader Vibrant Communities), L Mealings (Policy Analyst), A Claassens (Community Development Facilitator), M Pugh (Community Development Facilitator), M Foster (Community Development Facilitator – Arts Strategy Implementation), E Belton (Youth Development Facilitator) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Community and Recreation Committee held on 16 December 2025

Moved: Deputy Mayor Redmond Seconded: Councillor Doody

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 16 December 2025, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

Nil.

3.3 **Notes of the Workshop of the Community and Recreation Committee held on 16 December 2025**

Moved: Councillor Powell

Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) **Receives** the circulated Notes of the Workshop of the Community and Recreation Committee, held on 16 December 2025.

CARRIED

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 **Welcoming Waimakariri Plan** – T Sturley (Community Team Manager) and A Claassens (Community Development Facilitator)

A Claassens spoke to the report, noting that the Committee was being requested to recommend to the Council to adopt the Welcoming Waimakariri Plan 2026–2029 (the Plan). She explained that in 2023, the Council joined the Welcoming Communities Programme, a national initiative aimed at ensuring migrants and newcomers were effectively supported and empowered to participate in their new communities. The programme currently included 35 participating councils forming a nationwide network. In September 2025, a draft plan was released for public consultation, resulting in 55 submissions. The feedback received was thoroughly considered, and the draft plan was subsequently amended to reflect the community's views. A Claassens acknowledged the Welcoming Waimakariri Working Group's voluntary contribution and its close collaboration with staff throughout the plan's development.

Councillor Cairns asked whether, among the 35 participating councils, any data existed on whether people felt more welcome in their communities or whether the programme had contributed to population growth within participating districts. A Claassens advised that staff were currently working with a consultation group to develop a monitoring framework that would extend beyond individual reports and focus on gathering qualitative data. At present, individual district reports were provided to the North Island or South Island Coordinator every six months, but they remained district specific.

Councillor Cairns then enquired about the next steps, including whether staff would be presenting the Plan to organisations such as Enterprise North Canterbury. A Claassens explained that, following advice from the Welcoming Waimakariri Working Group, these considerations were incorporated into the prioritisation process.

Councillor Cairns also queried whether the four wellbeings would remain in the Plan. T Sturley confirmed the four wellbeings were embedded within the Council's Community Outcomes.

In response to a further question from Councillor Cairns, A Claassens noted that the Plan functions as a hybrid between a strategic document and an implementation plan. She explained that this approach was necessary due to the wide range of potential activities, which needed to be consolidated into high-level statements that would allow the Council to continue progressing work as priorities evolve over the next three years. However, the document was termed a "plan" because community feedback indicated a desire for clarity regarding the Council's intended actions, and therefore, examples of specific actions were included.

Deputy Mayor Redmond observed that the Plan referenced population projections indicating that the Waimakariri District's population was expected to increase to 77,100 over the next seven years. He suggested that this figure might be understated. T Sturley responded that the projection was likely based on the median population growth scenario.

Moved: Councillor Cairns

Seconded: Councillor Powell

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 260128014558.

AND

THAT the Community and Recreation Committee recommends:

THAT the Council:

- (b) **Adopts** the Welcoming Waimakariri Plan 2026 – 2029.
- (c) **Notes** that broad community engagement informed the development of the initial draft Welcoming Waimakariri Plan 2026 – 2029.
- (d) **Notes** that the attached Stocktake Report (Trim 250508081046) summarises that engagement, including details of participating stakeholders.
- (e) **Notes** that at the September 2025 meeting of the Community and Recreation Committee, the initial draft plan was approved for release for community consultation.
- (f) **Notes** that community consultation was undertaken via a Welcoming Waimakariri survey on the Council's Let's Talk platform. The period for this consultation was 1 October to 30 November 2025.
- (g) **Notes** that the Consultation Summary summarises the results of the Let's Talk consultation, and feedback from the community and advisory groups.
- (h) **Notes** that Strategy and Business, Communications and Engagement, and Community Team staff reviewed the feedback in the Consultation Summary to determine appropriate amendments to the draft document, resulting in production of the attached Welcoming Waimakariri Plan, 2026 – 2029, presented in this report.
- (i) **Notes** that The Welcoming Waimakariri Plan 2026 – 2029 document covers the period 1 July 2026 to 30 June 2029.

CARRIED

Councillor Cairns commended the work undertaken by A Claassens, noting that he had attended several Welcoming Waimakariri Working Group sessions and had been impressed by the welcoming approach demonstrated by staff. He expressed confidence that, moving forward, the Plan would help make Waimakariri an exceptional place to visit and live.

Councillor Powell endorsed Councillor Cairns' comments. She acknowledged Claassens' significant effort and noted that members of the Working Group were enthusiastic and ready to progress the next stages of the initiative. Councillor Powell remarked that the Plan would help ensure the Waimakariri District became a welcoming place for all. She also recognised the funding provided by the Ministry of Business, Innovation and Employment, which had enabled the project to reach this point.

Councillor Mealings congratulated staff on the completion of the Plan, observing that their presence and engagement across the district had been extensive. She highlighted the Kaiapoi Waitangi Day celebration as a particularly meaningful example, where people from diverse cultures came together in a spirit of welcome, acceptance, and cultural expression.

Deputy Mayor Redmond commented that the Plan was both impressive and comprehensive. He congratulated staff and commended the quality of their work.

In his right of reply, Councillor Cairns acknowledged the Communications Team for their contribution to the development of the Plan.

5.2 **Approval to Consult on the Draft Youth Action Plan 2026-2029** – L Mealings (Policy Analyst) and E Belton (Youth Development Facilitator)

L Mealings presented the report, noting that its purpose was to seek approval to release the Draft Youth Action Plan 2026–2029 (draft Plan) for public consultation. She explained that the draft Plan was the outcome of an extensive early engagement process undertaken in 2025, reflecting the voices of more than 1,100 local young people. The draft plan formed part of the recently adopted Community Development Strategy. Its aim was to effectively support young people in Waimakariri District by outlining themes, goals, and actions to be undertaken over a three-year period in collaboration with both internal and external stakeholders.

Councillor Doody asked whether staff had considered setting up a stall at A&P shows to promote the Plan and facilitate community feedback. L Mealings advised that staff had identified a range of community events occurring during the consultation period to ensure they were present in the right locations at the appropriate times.

Deputy Mayor Redmond observed that the listed ethnicities totalled more than 100 % and queried whether this was correct. L Mealings noted that some individuals identified with more than one ethnicity, resulting in totals exceeding 100%.

Councillor Fulton noted that the draft Plan goals contained numerous references to enabling and supporting but not leading. E Belton explained that this was intentional, as positive youth development was grounded in strong community development. This approach focused on utilising community resources, energy, and leadership, with the Council's role being to support rather than lead, enabling community groups to pursue the outcomes they wish to see.

Moved: Councillor Doody

Seconded: Councillor Powell

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 260112003433.
- (b) **Approves** staff to release the Draft Youth Action Plan 2026-2029 (260129015619) for public consultation for a four-week period, from 18 February to 18 March 2026.
- (c) **Notes** that the Draft Youth Action Plan 2026-2029 (260129015619) is the direct result of a thorough early engagement process, co-designed with the Youth Action Plan Advisory Group. This engagement directly captured the voices of over 1,100 local 12- to 24-year-olds.
- (d) **Notes** that following the conclusion of the consultation period on 18 March 2026, staff will process feedback received and integrate suggestions into the Draft Plan between April and May 2026. This will be followed by a report to Council in June 2026 presenting the final Youth Action Plan 2026-2029 and recommending its adoption.

- (e) **Circulates** this report and attachments to Community Boards for their information.

CARRIED

Councillor Doody expressed her support for the draft Plan being released for public consultation.

Councillor Powell noted that the draft Plan represented a significant amount of work by both staff and young people, with more than 1,100 responses received, an achievement she described as remarkable and a testament to staff commitment. She emphasised that young people aged 12 to 24 were the future of the district, and that contributing to initiatives such as this was one of the reasons she valued her role on Council. Councillor Powell considered the draft Plan to be of substantial benefit across all areas of Council and looked forward to receiving public feedback.

Councillor Mealings acknowledged the extensive effort that had gone into the pre-engagement phase, which had produced excellent qualitative insights. She stated that the draft Plan was thoroughly prepared and ready for consultation. Councillor Mealings expressed enthusiasm for the outcomes that might emerge, noting that the district had many outstanding young people and that it was important they felt valued and understood that they had a place in the community.

Deputy Mayor Redmond commented that, upon first reading the report, he found it excellent. He looked forward to the feedback the Council would receive. He described the draft Plan as an impressive resource and noted that obtaining more than 1,100 youth responses was an extraordinary achievement. Deputy Mayor Redmond anticipated positive progress as the process continued.

Councillor Cairns remarked that both the Welcoming Waimakariri Plan and the Youth Action Plan were exceptional pieces of work. He highlighted that this was the largest youth consultation ever undertaken in the district. Councillor Cairns commended staff for their considerable efforts and noted that the information gathered was highly valuable.

In her right of reply, Councillor Doody expressed her strong appreciation for the work that had gone into developing the draft Plan.

5.3 Aquatics February 2026 Update – M Greenwood (Aquatics Manager)

M Greenwood took the report as read and provided a brief overview of the Aquatic Facilities' year-to-date progress. He noted that approval was also being sought for the continued use of promotions and discounts offered as part of the Aquatics Facilities Business's Strategy to attract, grow, and retain its customer base. Discounted pricing remained a common and accepted practice within both the local market and the wider recreation sector as a means of generating business.

Councillor Powell asked whether staff had received any customer feedback regarding the three-week maintenance closure at the Dudley Aquatic facility. M Greenwood observed that staff had received a message from a five-year-old expressing delight at being back in the pool. Several compliments had also been received from aquarobics participants.

Deputy Mayor Redmond observed a decline in patronage between December 2025 and January 2026, noting staff had attributed this to the combined impact of the Dudley Aquatic facility closure and the opening of the Parakiore Recreation and Sport Centre in Christchurch. He asked, anecdotally, what numbers had been like since the reopening of the Dudley Aquatic facility. M Greenwood explained that it was difficult to determine precise trends due to the current swimming sports season, as the facility closed to the public during the middle of the day to accommodate school events. However, he noted that in the first ten days following reopening, the facility recorded 4,000 visits.

Councillor Cairns queried whether, in addition to discounts, there were other ways the Council could encourage greater use of the facilities. M Greenwood responded that staff were focused on growing the business and increasing patronage. Discounts were one tool that helped secure repeat customers and attract more people through the doors.

Moved: Councillor Cairns

Seconded: Deputy Mayor Redmond

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 260204020262.
- (b) **Notes** total customer attendance of 11,542 customers for the month of January 2026. This is down 7,941 in comparison to January 2025 due to the three-week programmed maintenance closure at Dudley.
- (c) **Notes** several significant maintenance works were achieved during the maintenance closure at Dudley including the replacement of an air fan, tile replacement and floor repairs.
- (d) **Approves** the promotional calendar and its use of time limited promotional discounts to achieve attendance and income budget targets in a competitive market.
- (e) **Circulates** this report to the Community Boards for their information.

CARRIED

Councillor Cairns thanked staff for their work.

Deputy Mayor Redmond supported the motion; he was concerned that the attendance numbers had dropped, but he understood the reasons. He commented that it would be interesting to see if those numbers increased as staff had anticipated. Deputy Mayor Redmond supported the calendar programme; the proposed promotions were neat he did not think they would have any significant budget implications.

Councillor Doody expressed her appreciation for the activity list, noting that it offered a wide range of engaging initiatives. She remarked that few towns would host an event such as "Dogs in Togs," and she particularly liked the Easter egg colouring competition.

Councillor Powell commented that the calendar of events was well-designed, observing that aquatic facilities served purposes beyond swimming alone. She noted the need to remain mindful of health considerations and operational costs when running activities. She commended staff for their creativity and willingness to think beyond traditional approaches to encourage community engagement and increase pool usage.

In his right of reply, Councillor Cairns stated that he was impressed with the programme and appreciated the innovative ideas it contained.

5.4 **Libraries Update to February 2026** – L Sole (District Libraries Manager)

L Sole spoke to the report and provided an overview of the libraries' activity across the holiday period. Across the three libraries, total visitation increased by 500 people. A further 1,200 children's books were issued compared with the previous year, contributing to a total of 47,111 physical items issued over the holiday period. A key highlight was the Summer Reading Challenge, with the Mayor presenting awards at the final celebration attended by 280 participating children. He also noted that the libraries were in the process of obtaining Hāpai Access Card accreditation for all three sites, a nationally recognised programme that identifies accessibility features within public and community spaces. The mobile service trial held its first event on Friday, 13 February at West Eyreton, where the collection was quickly borrowed out. In addition, the annual customer satisfaction survey had concluded with 850 responses, double the number received in 2025.

Deputy Mayor Redmond asked to what extent weather conditions influenced patronage. L Sole responded that fewer visitors tended to come from outside the Waimakariri District during poor weather, but staff had observed that attendance increased on wet days.

Councillor Cairns sought clarity about membership numbers. L Sole explained that membership was tracked annually as part of the National Data Scheme, noting the distinction between active and current members. The Waimakariri Libraries currently had approximately 38,000 members.

Councillor Cairns further asked whether the mobile service was enrolling new members. L Sole confirmed that people were able to sign up on site and that staff would be monitoring these numbers.

Moved: Councillor Mealings

Seconded: Councillor Doody

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 260204020236.
- (b) **Notes** consistent increases in visitation and engagement in library services, including an increase of 500 visits over the holiday period compared to the previous year.
- (c) **Circulates** the report to the Community Boards for their information.

CARRIED

Councillor Mealings thanked staff for the report, noting that while libraries were not solely about books, the provision of books remained a core function, and one that staff delivered exceptionally well.

Councillor Doody expressed her appreciation for the work undertaken by staff, observing that the libraries were a well-used and valued community resource.

Councillor Powell commented that it was an excellent report. She admired the enthusiasm with which staff participated in library activities and remarked that the Waimakariri library service was outstanding, particularly given the limited space available. She commended staff for their continued dedication.

Councillor Cairns added that he thoroughly enjoyed visiting the libraries.

6 REPORT REFERRED FROM THE WOODEND-SEFTON COMMUNITY BOARD

6.1 Pegasus Youth Space – Approval of Activities and Locations – G Stephens (Greenspace Design and Planning Team Leader)

G Stephens reported that the option recommended by the Woodend-Sefton Community Board required a change to the budget, hence the matter was referred to the Community and Recreation Committee for approval. He provided the Committee with an overview of the project's history.

Councillor Cairns asked who determined the level of service to be provided in an area. C Brown explained that this had been defined by the Council as part of an earlier Long Term Plan, during which the budget for skateparks across the Waimakariri District was established. This process resulted in the extension of the Rangiora skatepark and confirmation that no additional funding was required for Oxford. A level of service was subsequently developed and incorporated into the Greenspace Activity Management Plan, which outlined the provision of skateparks in the major towns. A calculation was undertaken based on square metres per population to inform this approach.

Councillor Powell asked whether it would be possible to review and potentially amend the level-of-service description in the future. C Brown confirmed that the Council had the ability to make such changes.

Moved: Deputy Mayor Redmond Seconded: Councillor Powell

THAT the Community and Recreation Committee:

- (a) **Approves** the change of project purpose for the Pegasus Youth Space Budget (PJ 101552.000.5223) from the original intent of a Dedicated Skate Park to a Distributed Youth Spaces Approach for youth spaces across Pegasus.
- (b) **Notes** this requires Community and Recreation Committee approval as the delegation to change the capital programme and individual project purpose sits with the committee delegation.
- (c) **Notes** that the Pegasus Youth Space has been allocated \$192,515 (PJ 101552.000.5223) in the 2024-34 Long Term Plan. Both recommended options are estimated within this budget, including the associated landscape amenity.
- (d) **Notes** the original budget allocation aimed to address the shortfall in skatepark level of service provision within Pegasus.

CARRIED

Deputy Mayor Redmond commented that the matter had been thoroughly debated and considered by the Woodend-Sefton Community Board. The consensus reached supported a distributed approach, as it offered a wider range of activities and could benefit more young people.

Councillor Powell noted that the proposal involved changing the terminology from “skate park” to “youth space.” She encouraged members to support the change and expressed her desire to see the wording of the level of-service updated accordingly.

Councillor Cairns considered this an excellent example of the Council listening to the community, with the Woodend-Sefton Community Board referring the matter to the Committee for decision-making. He thanked staff for their work in bringing the matter to its current stage and looked forward to the Community Board's determination of the appropriate locations and components.

In his right of reply, Deputy Mayor Redmond thanked staff for their responsiveness to the Board's feedback.

7 CORRESPONDENCE

7.1 Herbicide Update and Usage by Council Contractors in 2024-2025 – S Allen (Water Environment Advisor)

Moved: Councillor Powell Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 251023201716.

CARRIED

8 **PORTFOLIO UPDATES**

8.1 **Greenspace (Parks, Reserves and Sports Grounds)** – Councillor Brent Cairns

- Construction of the Kaiapoi Hub playground on Courtney Drive, Kaiapoi, was scheduled to commence in March 2026. A security fence and two containers would also be visible on site, marking the establishment of the new premises for the Kaiapoi Menzshed.
- The Play, Active, Recreation and Sport Strategy (PARS) held its inaugural Project Steering Group meeting on Wednesday, 11 February 2026.
- The Canterbury Park Playground project in Ashley was currently out for tender for the supply of play equipment. Contract documentation for the civil works component was being prepared by the Design and Planning Team.
- Consultation for the Elm Green Reserve play space closed in late January 2026. The Design and Planning Team was preparing a report for the Rangiora-Ashley Community Board to seek approval of the final design, enabling equipment procurement and completion of civil engineering contract documents.
- Favourable summer weather had created ideal growing conditions, which had been challenging to manage. Mowing and shrub pruning had been continuous throughout the season. This had been reflected in feedback received by the team; however, the contractor was actively working to meet demand, with all available staff assisting where possible.
- Preparations were underway for the seasonal transition, noting that many summer sports competitions were approaching finals, while pre-season activities for winter sports were beginning. This created a window of opportunity during March for Greenspace staff and contractors to undertake field renovations and other works ahead of the next summer season.

8.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums)** – Councillor Bruce McLaren

- He acknowledged the significant contribution of the libraries and aquatics staff, as well as the important role these facilities play within the community.
- He noted the valuable service provided by library staff in supporting Justices of the Peace (JPs). He had recently joined the JP Service Desk at the Ruataniwha Kaiapoi Library and observed that staff offered excellent support to the service.
- The Rangiora-Ashley Community Board had approved the installation of a welded steel sculpture in the forecourt of MainPower Stadium.
- Staff were in discussions regarding the introduction of paddleball to the district. The current proposal was for a commercially operated facility at no cost to ratepayers, with the potential to generate a modest return to the community once operational. There were currently only nine paddleball facilities in New Zealand, with just one on the South Island.
- Consultants continued to investigate future options for the Rangiora and Kaiapoi museums.

8.3 **Community Development and Wellbeing** – Councillor Shona Powell

- A Community Networking Forum was held in Rangiora with very good attendance and new people attending.
- A Volunteer Expo would be held from 4pm to 7pm on Friday, 6 March 2026, at the Rangiora Library, where people who were keen to give back to their community could connect with the many local groups and organisations looking for volunteers.
- The Chinese lunar New Year of the Fire Horse was welcomed with a vibrant celebration of culture, community, and connection at the Rangiora Library on 14 February 2026 with performances, food, and displays.

- Accessibility:
 - Training for Council staff and elected members led by the Waimakariri Access Group, with the aim of raising awareness around disabilities and what the Council could do to help make Waimakariri more accessible, will be held on 12 March 2026.
 - Libraries were about to apply for Hapai Card accreditation for accessibility.
- Term one Beginner and Intermediate English as a Second Language classes would be held on Saturdays from 14 February to 28 March 2026.
- Discussion on Homelessness:
 - On 12 March 2026, with support from Social Services Waimakariri and the Salvation Army, the Community Team would convene a meeting of local organisations involved in supporting the Waimakariri District's most vulnerable residents. Invitees included representatives from the faith sector, Housing First, MSD, City Mission, community housing providers, the Community Team, Hillmorton Crisis Mental Health, Odyssey House, Police, and others. Prior to the meeting, a survey was being undertaken to gain a clearer understanding of the extent of homelessness in Waimakariri.
 - The keynote presentation would be delivered by The People's Project, a collaborative response network operating in Tauranga and Hamilton. The initiative functioned as a community-led referral pathway that had proven successful in resolving instances of homelessness.
 - The purpose of the meeting was to establish a coordinated pathway for triaging reported cases of homelessness or rough sleeping within the district. The intention was to develop a local model similar to The People's Project to ensure that individuals receive the most appropriate support for their circumstances.
 - While a bylaw may be considered at a later stage, this collaborative process was viewed as the most effective starting point for identifying meaningful solutions. The aim was to provide timely support to those most in need and to prevent homeless individuals from moving around the district without receiving the assistance they require.
- Mayor's Taskforce for Jobs (MTFJ) had now achieved 18 of 35 contracted outcomes. With the contract ending 30 June 2026, this was an excellent result, particularly given a very slow job market in the second half of last year. Staff had established a weekly job-opportunities workshop, including work-readiness training and information. This was an opportunity to screen referred candidates for the best possible outcome. Staff was also focussing on driver licensing – the biggest barrier for local job seekers, and on 12 March 2026, were hosting a Business Breakfast, featuring celebrity economist Brad Olsen, with the aim to engage local employers around the value of employing a younger person and the supports available via MTFJ to make it more likely that the employment is sustainable.
- Council staff supported a three-day Violence Free North Canterbury (VFNC) "Loves Me Not" programme, a social media safety presentation for parents and a Valentine Safe Relationships event. These were conceived out of VFNC and delivered by Oxford Community Trust, with the planning and delivery supported by our facilitation staff.
- Council staff have been working with the various arts trusts in the Waimakariri District to affect a more collaborative and efficient approach to governance for Arts in the District. Alongside this, a draft document had been developed to serve as a guide, making it easier for prospective applicants to submit public art proposals.
- Council staff were supporting a Strategic Planning workshop, with the Food Security network in Kaiapoi, with some significant opportunities identified to increase the availability of free or low-cost, nutritious food in the Waimakariri District.

- A current priority of the On Track Capability-building programme was working with local community groups and organisations to ensure that they were prepared for changes in the Incorporated Societies Act, which would come into effect in April 2026. Alongside this, staff had been providing individualised strategic planning support, including a weekend workshop to Riding for the Disabled and ongoing support for North Canterbury Neighbourhood Support.
- Youth Council recruitment was underway, with applications closing 1 March 2026.1st.
- Planning for the Youth Futures Employment Expo 2026 was underway.
- A local mini Safe Communities conference was being planned, following the success of last year's event.
- Council staff were working with Social Services Waimakariri to plan a series of Health forums, to be held three times per year, aimed at bringing representatives from primary and complementary health services together, with keynote speakers and a chance to present activities and challenges. The idea was to facilitate better collaboration and encourage the sector to think more holistically about the wellbeing of local residents. The aim was better health outcomes, better cross-disciplinary referral, and reduced pressure on primary health care.
- Global Locals of Waimakariri (GLOW) was organising a regular 'Mum's and Bubs' coffee morning for Migrants and Newcomers
- Alcohol and Drug Harm Steering Group met this week to finalise a review of their action plan and identify some key priorities for the year.
- Waitangi Day in Kaiapoi saw a celebration of community, culture, and connection and was enjoyed by many, including the Welcoming Waimakariri team at a stall.

8.4 **Arts and Culture** – Councillor Brent Cairns

- Waimakariri Public Arts Trust Meeting:
 - The Kippenberger Art installation/sculpture had yet to get any submissions.
 - Rangiora-Ashley Community Board discussed the new sculpture, which will go into the courtyard at MainPower Stadium.
 - The Trust's new website was in need of work; once that work was completed, the Trust would be able to share/promote the arts trail project.
- Rangiora:
 - Flow State by Amelia Green was on at the Chamber Gallery.
 - Flavio Villani presents Memoria on 4 March 2026.
 - Schmuck Rangiora – celebrating innovative Aotearoa Contemporary Jewellery – 15 March to 23 April 2026.
 - Last Friday, Angela Clifford, "Food Farm", presented her latest book in the Chamber Gallery - the gallery was filled, and many books were sold.
 - Jackey Foss "Between the Notes" storytelling brought to life - This Friday, 20 February 2026, at North Canterbury Musical Hall.
- Kaiapoi:
 - Future is Bright by Nemesh exhibition is on at Art on the Quay, Kaiapoi.
 - House Concert series "Kaiapoi with Canada" – Canadian Duo Zonnis to be held on 17 March 2026.
- Oxford:
 - Creative catch-ups on the last Friday of the month at Oxford Gallery. They were also running a fundraising raffle.
 - The Oxford Gallery summer exhibition was called Shared Currents
- Pegasus
 - Pegasus Bay Art Show was scheduled for 20 March 2026.

8.5 **Property** – Deputy Mayor Philip Redmond

Deputy Mayor Philip Redmond opted not to provide a report at this time.

8.6 **Housing** – Councillor Wendy Doody

She attended a site visit of the pensioner housing being developed in Kaiapoi and was very impressed with the design. She suggested that a site visit be arranged for Councillors before people moved in.

9 QUESTIONS

Nil.

10 URGENT GENERAL BUSINESS

Nil.

9. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: Councillor Cairns

Seconded: Councillor Powell

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved that the public be excluded from the following parts of the proceedings of this meeting:

9.1 Confirmation of Minutes 16 December 2025

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
REPORT			
9.1	Confirmation of Minutes 26 December 2025	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, including commercial and industrial negotiations. LGOIMA Section 7(i)

CARRIED

NEXT MEETING

The next meeting of the Community and Recreation Committee is scheduled for Tuesday 17 February 2026 at 1pm in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4:08PM.

Workshop

- *Waimakariri District Arts Strategy Update*
- *Performing Arts Feasibility Study Memorandum of Understanding*

Briefing

- *Greenspace Update – Key Projects*

CONFIRMED



Chairperson

21 April 2026

Date

3.3 **Notes of a Workshop of the Utilities and Roothing Committee held on Tuesday, 9 December 2025**

Moved: Councillor Mealings

Seconded: Councillor Bartle

THAT the Utilities and Roothing Committee:

- (a) **Receives** the circulated notes of the Workshop of the Utilities and Roothing Committee held on 16 December 2025.

CARRIED

4 DEPUTATION/PRESENTATIONS

Nil.

5 REPORTS

5.1 **Amendments to Rangiora Stormwater Management Plan 2025-40** – S Allen (Water Environment Advisor) and K Ismail (Waterways Engineer)

S Allen presented the report, seeking approval to adopt the revised Rangiora Stormwater Management Plan (SMP) 2025–2040 Vision, incorporating amendments following feedback from Environment Canterbury.

Deputy Mayor Redmond noted that although he had reviewed the revised Plan, the absence of tracked changes made it unclear where amendments had been made. He asked that future documents of this nature be circulated with tracked changes. G Cleary confirmed that he had reviewed the amendments and that they were minor.

Councillor Mealings queried whether the historical compaction of soil after the earthquakes, which had reduced stormwater infiltration, had been considered in the review. S Allen advised that compaction had not been discussed, as the focus had been on natural design approaches to increase attenuation. She noted greater concern regarding subdivision practices that altered local hydrology during construction.

In response to Councillor Fulton’s question about the practical application of attenuation, S Allen explained that basins were primarily used for attenuation and, in some cases, for treatment. For example, where development increased downstream flows, a basin could be used to infiltrate stormwater and reduce peak flows. Councillor Fulton also asked whether the Rakahuri River and the Cust drain had the capacity to manage stormwater overflow. S. Allen advised that the north drain toward the Rakahuri River infiltrated rapidly and likely lacked additional capacity. She also noted that the Flaxton Road drain contributed to flooding issues within the Cust drainage network.

G Cleary reminded members that changes to the Engineering Code of Practice in 2025 specifically addressed these issues, and levels of service had been updated accordingly.

Moved: Councillor Fulton

Seconded: Councillor Mealings

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 260120008514.
- (b) **Approves** the proposed amendments to the SMP as set out in the Rangiora Stormwater Management Plan (SMP) 2025-2040 Version 1.2 (Trim: 260119007726[v03]).

- (c) **Approves** staff submitting the revised SMP Version 1.2 to Canterbury Regional Council (CRC) for certification in accordance with the conditions 10 and 13 of the resource consent CRC262840.
- (d) **Notes** that the Rangiora Stormwater Management Plan 2025-2040 Version 1.1 was circulated for consultation in 2024/25 to Te Ngāi Tūāhuriri Rūnanga via Mahaanui Kurataiao Ltd, Rangiora Ashley Community Board, and the Waimakariri Water Zone Committee.
- (e) **Notes** that, as the amendments made to SMP Version 1.2 are minor in nature, a further round of consultation is not necessary before the document is submitted to CRC for certification.

CARRIED

Councillor Fulton thanked staff for incorporating the necessary amendments to the Stormwater Management Plan to support community growth.

Councillor Mealings acknowledged the significant work completed and thanked staff for their responses to the questions raised.

Deputy Mayor Redmond noted that obtaining ECan's feedback at the outset had been a positive step, reducing the need for the Plan to return to the Committee

5.2 **New Footpath Programme 2025/26 Update and Approval** – J McBride (Roading and Transport Manager)

G Cleary presented the report, which provided an update on the New Footpath Programme sites scheduled for delivery in the 2025/26 financial year. The programme now includes Highfield Lane as an additional site.

Councillor Mealings observed that the report referred to a requirement to install footpaths on both sides of the road and queried whether this represented an increased level of service. G Cleary clarified that this requirement applies only to residential streets within new subdivisions and does not extend to rural areas or existing residential neighbourhoods.

Councillor Fulton noted that recommendation (c) specifically referenced New Life School and sought clarification on why this school was named. K Straw explained that the current footpath terminates opposite the Marshall Street intersection, and that New Life School had proposed extending it to the end of Denches Road.

Moved: Deputy Mayor Redmond Seconded: Councillor Bartle

THAT the Utilities and Roading Committee:

- (a) **Receives** Report No. 260226065342.
- (b) **Approves** the Updated New Footpath Programme for 2025/26, which includes Highfield Lane.
- (c) **Notes** that New Life School have approached staff regarding installing a footpath on Denches Road outside the school as part of their site works. This will be the subject of a future report to Council once further information is available.
- (d) **Notes** that the full New Footpath Programme for future years (2026/27 onwards) will be taken to the Community Boards to seek feedback in May this year.

- (e) **Notes** that this funding is for new footpaths in our major urban areas (Rangiora, Kaiapoi, Woodend and Oxford), and that footpath renewals and maintenance are funded from different budget areas.

CARRIED

Deputy Mayor Redmond reaffirmed that only new subdivisions or residential developments would have footpaths installed on both sides of the road, noting that this work had been budgeted for in the Annual and Long Term Plans.

6 PORTFOLIO UPDATES

6.1 Roading – Deputy Mayor Philip Redmond

- Focus areas for staff:
 - Resealing work had been continuing around the district, including repairs to the stripped chipseal on Loburn Whiterock Road. Chip sealing was programmed to continue through March 2026.
 - Pavement repairs had also been underway ahead of resealing, including various repairs along Oxford Road.
 - Pavement rehabilitation was continuing on Oxford Road to the west of Cust. Sealing was planned for the week starting 9 March 2026.
 - Bridge work had been a focus with Ongrade Ltd undertaking scour protection works at six bridge sites around the district, and work was underway to remove the excess timber from the Doubledays Footbridge.
- Roothing Capital Projects:
 - The work to replace Townsend Road Culvert was now completed, and the road had been reopened.
 - The Kaiapoi to Pineacres Cycleway connection was under construction, with Pidgeon Contracting undertaking the works.
 - Pidgeon Contracting were also renewing the kerb and channel in Akaroa Street.
 - Enabling works were underway at the Fernside Road / Todds Road intersection, which would include vegetation removal and service relocation, ahead of the intersection improvement work next financial year.
- Other Items:
 - Work had started on the new sewer main on Percival Street (Charles Street to the southern end of Matawai Park). The northbound lane on Percival Street would be closed while this work was completed. Detours would be in place for northbound traffic. This work would be disruptive.
 - Two “Rider Down” Motorcycle Safety Courses were run at MainPower Stadium over two days. These were fully booked and well received.
 - Memo (Trim ref: 260220060276) regarding New Zealand Transport Agency’s contracts to partially fill two quarry lakes north of Kaiapoi and east of Pineacres.

A general discussion ensued regarding this matter and the possible routes taken by gravel-carrying trucks. The main points made were that the Council had no control over this activity and could suggest possible routes; however, it could not enforce the preferred routes.

6.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater)** – Councillor Tim Fulton

- The Ohoka Rural Drainage Advisory Group held its first meeting, which included a discussion on the Ohoka Stream Loop initiative.
- A meeting with Drainage Suppliers was proposed to explore options for accelerating drain construction for Mandeville Resurgence Stage 1A.
- Key service requests include:
 - Nitrate levels in the Oxford water supply, with current levels available on the Council website.
 - A request for a new footbridge in Mandeville, noting that older bridges do not meet current design standards, and replacement was estimated at \$10,000.
 - Concerns from Parsonage Road residents in Woodend about the impacts of growth on adjoining properties.
 - Issues raised regarding weed release in the Kaiapoi River.
 - A query about a drain running through private property and advice sought on piping options.
 - Monitoring of groundwater levels following a wet January as the district heads into autumn and winter.

A general discussion was held on the recent Public Health notice in the Ohoka area and the obligations of businesses that supply water. It was noted that this was a private water supply, not a Council water supply.

6.3 **Solid Waste** – Councillor Niki Mealings

- Transwaste and Kate Valley
 - Encouragement to attend the stakeholder event to be held on 16 March 2026.
 - Opened Class II operations, which dealt with construction and demolition waste.
 - Class II waste had a lower fee, with construction waste being a contributor to the landfill.
 - Trialling a new electric truck which could carry more waste than the current trucks and is fuelled using the landfill-generated gas.
 - New consent allows for truck access 24-7 and could accept waste from outside Canterbury.
 - Plenty of capacity with another 100 to 150 years of operational life.
 - Canterbury Waste Joint Committee and the Joint Landfill Committee meeting scheduled on 10 April 2026.
- Due to the wet summer, more green waste was being collected than was normal at this time of the year. This meant trucks had to empty more often, which extended collection times and affected other waste streams. Also struggling to empty green bins because people are compacting waste to fit more in them.
- Kerbside audits dropped to three days a week and were focused on recycling and organic bins.
- 217 gold stars issued with a few first warning notices, two second warning letters, and five bins removed.
- 2,913 education initiatives from 4,217 audits, and of those, 1,087 were contaminated.

6.4 **Transport** – Mayor Dan Gordon

As Mayor Gordon was an apology, there was no update on Transport.

Councillor Bartle concurred and noted that visibility was also an issue.

8 REPORT REFERRED FROM THE WOODEND-SEFTON COMMUNITY BOARD

8.1 Request Approval of No Stopping Restrictions on Lacy Gate Place – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

S Binder took the report as read.

Councillor Fulton questioned the consistency of applying no-stopping restrictions in cul-de-sacs. S Binder advised that the need for restrictions depended on driveway layout and available space, and that investigations were undertaken only in response to a service request.

Councillor Doody noted that such restrictions could create difficulties for services such as Meals on Wheels when delivering to residents.

Moved: Deputy Mayor Redmond Seconded: Councillor Mealings

THAT the Utilities and Recreation Committee:

- (a) **Approves** installation of the following no-stopping restriction:
 - Lacy Gate Place, from the western end of access to no. 12 to the eastern end of the access to no. 15, being a total length of 19.5m.
- (b) **Notes** that consultation was undertaken with the properties adjoining the proposed no-stopping restriction, and four of the five responses received supported the proposal.

CARRIED

Deputy Mayor Redmond advised that he had attended the Woodend-Sefton Community Board meeting, where the matter was considered, and noted that residents had supported the proposed restrictions.

Councillor Mealings observed that only one viable parking space existed in the area and that parking there would obstruct residents' access to their properties.

Councillor Fulton supported the motion but commented that greater attention should be given to such issues during the original design phase of developments. S Binder noted that staff did consider these matters; however, predicting future driveway placement made road design more challenging.

Deputy Mayor Redmond subsequently amended his earlier remarks, noting that one resident had not supported the restriction.

9 REPORT REFERRED FROM THE OXFORD-OHOKA COMMUNITY BOARD

9.1 Proposed Oxford Minor Safety Improvements – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw presented the report, noting that the proposed works comprised minor safety improvements, including updated signage at a narrow one-lane bridge and new road markings at the entrances to Oxford township. Feedback received by the Oxford-Ohoka Community Board regarding seal damage on the eastern approach to Oxford Road will be addressed as part of the improvement work. A request to widen the seal on Depot Road opposite the West Oxford Reserve was also incorporated.

Councillor Mealings requested that the seal-widening component be explicitly recorded in the staff recommendation.

Councillor Doody asked whether any tidy-up work was planned for the parking area near the cemetery, and K Straw advised that this would not be included in the project.

Moved: Deputy Mayor Redmond Seconded: Councillor Mealings

THAT the Utilities and Recreation Committee:

- (a) **Approves** the Scheme Plans for the Depot Road Bridge, the Oxford Urban / Rural Speed Thresholds and Oxford Pedestrian Crossings.
- (b) **Approves** the implementation of 240m of no passing lines (120m on each bridge approach) on Depot Road, between RP 730m and 850m (westbound), and RP 1215m and RP 995m (eastbound) (as per Trim: 251024203213).
- (c) **Approves** the implementation of 200m of no passing lines on Depot Road leading to the approach of the threshold, eastbound between RP 250m and RP 50m (100km/hr / 50km/hr speed threshold).
- (d) **Notes** that the Depot Road bridge has a budget of \$70,000 within the 2025/26 financial year.
- (e) **Notes** that the Oxford urban/rural speed thresholds project has a budget of \$90,000 spread across the 2025/26 and 2026/27 financial years, and that it is anticipated that all line marking, and the proposed kerbed threshold will be completed in the 2025 / 26 year, with the threshold signage being installed within the 2026 / 27 year.
- (f) **Notes** that the Eastern approach works will be undertaken in conjunction with the proposed red seal repair.

CARRIED

Deputy Mayor Redmond supported the motion, noting that the new road markings represented a practical measure to influence driver behaviour.

Councillor Mealings observed that, although classified as minor safety improvements, the changes would have a significant impact on the safety of Oxford residents.

Councillor Fulton thanked staff for their responsiveness to the Waimakariri Access Group's request and their consideration of the Board's feedback. He considered the outcome a constructive step toward improving community safety.

10 REPORT FOR INFORMATION FROM THE OXFORD-OHOKA COMMUNITY BOARD

- 10.1 **Request for Approval to Install One-Lane Road Priority Controls on Perhams Road at the First Eyre Stream Ford** – S Binder (Senior Transportation Engineer) and J McBride (Roding and Transport Manager)

Moved: Councillor Bartle Seconded: Councillor Fulton

THAT the Utilities and Roding Committee:

- (a) **Receives** Item 10.1 for information.

CARRIED

11 QUESTIONS UNDER STANDING ORDERS

Nil.

12 URGENT GENERAL BUSINESS

Nil.

13 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Moved: Deputy Mayor Redmond

Seconded: Councillor Bartle

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved, that the public be excluded from the following parts of the proceedings of this meeting:

- 13.1 Contract 25/116 Tender Evaluation and Contract Award Report.
- 13.2 Contract 26/05 Pipeline Inspections.
- 13.3 Contract 25/71 Tender Evaluation and Contract Award Report
- 13.4 Contract 25/67 Tender Evaluation and Contract Award Report

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
REPORTS FOR INFORMATION			
13.1	Contract 25/116 Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons, including that of deceased natural persons, maintain legal professional privilege and enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Sections 7 (2)(a), (g) and (i).
13.2	Contract 26/05 Pipeline Inspections	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities LGOIMA Sections 7 (2)(h).
13.3	Contract 25/71 Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons, including that of deceased natural persons, maintain legal professional privilege and enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Sections 7 (2)(a), (g) and (i).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
13.4	Contract 25/67 Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons, including that of deceased natural persons, maintain legal professional privilege and enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Sections 7 (2)(a), (g) and (i).

CARRIED**CLOSED MEETING**

The Public Excluded portion of the meeting commenced at 10.47am and concluded at 11am.

OPEN MEETING

Moved: Deputy Mayor Redmond

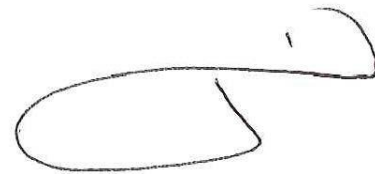
Seconded: Councillor Bartle

That the open meeting resumes, and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

CARRIED**14 NEXT MEETING**

The next meeting of the Utilities and Roading Committee was scheduled for Tuesday 14 April 2026 at 9am in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 11.10AM.

CONFIRMED


 Chairperson

14 April 2026

 Date

Workshop

(Trim Ref: 260311074253)

- *Blake Street Carpark Reconfiguration*
- *Rangiora Wastewater Pipeline Replacement Programme*

Briefing

(Trim Ref 260312074983)

- *Rangiora High Street Water Main*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, MANDEVILLE, ON WEDNESDAY 4 MARCH 2026 AT 6.30PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, W Godfrey, R Harpur, N Mealings and P Merrifield.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), S Binder (Senior Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were four members of the public present.

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

Nil.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 4 February 2026

Moved: R Harpur Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Inaugural Oxford-Ohoka Community Board meeting, held on 4 February 2026.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Councillor McKay – Environment Canterbury

Councillor McKay advised that the Canterbury Regional Council had adopted its Draft Annual Plan, which was open for public feedback until 31 March 2026. The draft proposed a 2.9% increase in total rates for the coming year. She noted that the increase for Waimakariri was slightly higher due to recent property revaluations. Despite the rate increase, the Council expected to maintain current service levels, with the exception of planning and consent-processing timeframes, both of which were affected by recent Government-driven RMA changes.

She explained that the Council was not on track to meet its 66% cost-recovery target for its consenting activity. Initial forecasts had been as high as 17.2%, influenced by deferred work from 2025/26 to 2026/27 and the lack of new public transport funding. Increased bus fares had provided some financial benefit, and revised inflation modelling had reduced costs by 3.4%. The organisation was also operating with a 7% vacancy rate.

Instead of holding formal hearings, the Council planned to offer community drop-in sessions.

With Zone Committees now inactive, the Mayoral Forum, Environment Canterbury and Runanga were working to establish new local leadership groups.

S Barkle noted that the Board frequently received enquiries from residents regarding consents—many of which related primarily to Environment Canterbury rather than the Waimakariri District Council. She highlighted two current matters: the Canterbury Landscape Supplies consent renewal and the Burnt Hill Dam. Councillor McKay advised that in relation to the Canterbury Landscape consents; only the air-discharge consent for Canterbury Landscape Supplies had been notified initially, and only to residents within 1.5 km of the site. As the process should have included both the air-discharge and groundwater-discharge consents, staff intended to renotify the complete application to all owners and occupiers.

She further noted that the Burnt Hill consent included numerous conditions, with multiple monitoring obligations for Environment Canterbury. Staff had developed a clear plan and timeline to ensure all conditions were met, and she assured the Board that the Council took its regulatory responsibilities seriously.

In response to a question from S Barkle regarding potential local government amalgamations, Councillor McKay stated that the Government's intentions were unclear beyond the release of its discussion paper. The Canterbury Regional Council had submitted on the Simplifying Local Government proposal, opposing the removal of elected Governors in favour of a council of territorial mayors. She expected territorial authorities to be focused on developing the reorganisation plans the Government anticipated over the next two years. The Mayoral Forum's report indicated that most respondents supported retaining the Canterbury Regional Council for the remainder of the current term.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Request for Approval to Install One-Lane Road Priority Controls on Perhams Road at the First Eyre Stream Ford – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)**

S Binder presented the report which requested approval for a one-lane priority road control on Perhams Road at the first Eyre Stream ford and took the report as read.

There were no questions from members.

Moved: T Robson Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250618111005.
- (b) **Approves** the following one-lane priority road control pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Direction to remain Uncontrolled	Direction to be Controlled
1	Perhams Road at Eyre Stream ford	Westbound	Eastbound

(c) **Circulates** this report to the Utilities and Roading Committee for information.

CARRIED

7.2. **Request to Approve Intersection Controls on Woodfield's Road and Catherwood's Road – N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)**

S Binder presented the report seeking approval for intersection controls at Woodfields and Catherwood Roads and took the report as read. He advised that Woodfield's Road and Chapmans Boundary Road were unsealed roads with no formalised controls and noted that a recent vehicle accident had prompted the review of priority at these intersections. He further advised that, at the Catherwood's Road and Davis Road intersection, staff proposed to change the controlled approach and replace the existing give-way control with a stop sign.

T Fulton asked about the process for determining road priority. S Binder explained that decisions were based on traffic data, which showed higher traffic volumes on Chapmans Boundary Road. S Barkle disagreed, noting that Boundary Road carried higher traffic volumes and that all other intersecting roads were controlled by give-way signs, making the proposed arrangement inconsistent and potentially unsafe. S Binder confirmed that the information would be verified before any changes were implemented.

T Fulton also asked whether there were any provisions requiring residents to trim hedges for safety reasons. S Binder confirmed that the Council could request hedge trimming but could not require it.

Moved: S Barkle Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

(a) **Lays** the report on the table until further information on the consistency of controls along Woodfields Road was verified.

CARRIED

7.3. **Oxford Museum Container Storage Proposal – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report seeking the Board's approval to install a storage container at Pearson Park for the Oxford Museum and provided a brief overview of the proposal.

In response to a question from T Fulton regarding whether the site was the originally proposed location, he advised that the container had been repositioned onto the grassed area to avoid the loss of carparks.

T Robson observed that while the report indicated the Museum had agreed to paint the container, this was not reflected in the recommendations. K Howat confirmed that this could be added if the Board wished.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260208021464.
- (b) **Approves** the location of a 6m x 2.5m container to be used as temporary storage until 1 December 2029 for the Oxford Museum at Pearson Park, 68 Main Street, Oxford.
- (c) **Approves** that the container is reviewed 1 December 2029 and an updated lease variation request is sent to the Oxford Ohoka Community Board.
- (d) **Notes** that a longer-term storage solution should be considered by the Museum prior to the review date of December 2029, noting that containers are relocatable and not a permanent solution and do not provide temperature and humidity control.
- (e) **Notes** that the container will not be powered, and no electrical connection is proposed as part of this installation.
- (f) **Notes** that the Oxford Arts Trust and Pearson Park Advisory Group support the installation of a storage container.
- (g) **Notes** that staff working on the district-wide review of museum storage requirements, and that the Oxford Museum project be included within this work to support a coordinated long-term storage solution.
- (h) **Notes** that the Oxford Museum Committee consider engaging a qualified archivist to review current collection practices and provide guidance to ensure the museum's collections are being managed, stored, and documented appropriately.
- (i) **Notes** all costs associated with this proposal would be met by the Oxford Historical Records Society including purchase, installation, insurance and ongoing management, plus removal if required.
- (j) **Notes** that any security measures for the containers are the responsibility of the Oxford Historical Records Society and Council takes no responsibility for the container or the contents.
- (k) **Notes** that the container be appropriately painted within six months of installation.

CARRIED

7.4. **West Oxford Reserve Donation Box (Oxford Lions) – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report providing an update on the collaborative donation initiative between the Council and the Oxford Lions at the West Oxford Reserve, noting that all proceeds were directed to community projects.

T Robson highlighted ongoing issues with campers staying for extended periods and observed that the existing gate sign was small and faded. He requested that staff, on behalf of the Board, asked the Lions to install appropriately sized signage outlining the Reserve's camping rules. K Howat confirmed that new signage could be funded from the Greenspace operational budget.

Moved: T Robson Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260216027799.
- (b) **Approves** the ongoing installation of the donation box at West-Oxford Reserve with proceeds going to the Oxford Lions. The Oxford Lions will distribute the funding into Community Based projects within Oxford.
- (c) **Notes** that the donation box should be reviewed after a period of five years from approval date (being 4th March 2031) this being through a report from staff to the Community Board outlining community benefit, amount collected and if the donation box should be granted a further tenure.
- (d) **Notes** that staff are to request that the Oxford Lions are to report back annually to the Oxford Ohoka Community Board to outline funding received and projects supported by this fund.
- (e) **Notes** that staff will prepare a short-written agreement between Council and Lions Club which will outline the purpose of the collection, how funds are to be handled and reporting expectations.
- (f) **Notes** that the Lions have allocated \$5,000 from total revenue received to December 2025, leaving an unallocated balance of \$5,000.
- (g) **Notes** that the \$5,000 that was allocated was invested in a community led project for security cameras in central Oxford.
- (h) **Notes** that there is an opportunity cost to Council in not applying donation-box revenue toward reserve maintenance, as these funds could otherwise offset the annual maintenance cost of approximately \$2,700.

CARRIED

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for February 2026

- **Canterbury Landscape Supplies Liaison Group Meeting** – The Group met to discuss the recent site visit, community feedback, and succession planning. Current members indicated their intention to step down, allowing residents within the 1.5 km area who held ongoing concerns to join the Group.
- **All Boards Annual Plan Workshop** – Received a briefing from Council staff on the upcoming 2026/27 Annual Plan.
- **Burnt Hill Storage Dam Meeting** – Waimakariri Irrigation Limited held a public meeting outlining its consent requirements and the establishment of a liaison group. Several downstream residents' questions remained unanswered, and WIL undertook to circulate further information. A follow-up public meeting was yet to be confirmed.
- **Wolffs Road Bridge Meeting** – Discussed promotional material and planning for upcoming engagement events.
- **Swannanoa Fair** – Attended the event, which was well supported until the weather deteriorated. The Board received more than 120 hamper-draw entries.
- **Ohoka Mandeville Rural Drainage Advisory Group Meeting** – Attended the meeting.

- **Woodstock Quarries Limited** – Spoke with the planner, who advised that the Judge’s interim decision was likely to be delayed due to competing District Plan-related priorities.
- **Cust Rumble** – Spoke with the event organiser, who reported an improved experience with Council following meetings with the Mayor and senior planning staff.
- **Swannanoa School – Wards Road Walkway** – Engaged with the school regarding potential planting for the walkway. The school expressed interest in planting koromiko propagated through its science programme, with additional plants potentially supplied by the Eco Warriors. A response on timing was pending.
- **Canterbury Landscape Supplies Consent Hearing** – Spoke with a resident who was willing to support others by explaining the process and advising on key matters of focus. She also emphasised the value of maintaining an active liaison group and bringing in new members to replace those stepping down

Moved: P Merrifield

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 February 2026.
- 10.4. Proposed Parking and Traffic Bylaw 2026 – Drat for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.5. Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.6. Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.7. Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.8. Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.9. Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: S Barkle

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.9.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

R Harpur

- Waimakariri Access Group Meeting.
 - Thursday 12 March Accessibility Training.
 - Proposed carpark extension for Blake Street discussed, 169 parks increased to 220. Five mobility parks were proposed as well as EV parking.
 - The Council was currently seeking feedback on a new Parking and Traffic Bylaw. Questions were raised around the time limits for disabled parks.
 - Pop-up libraries were starting a three month trial. Going to the West Eyreton School 9:30am every second Friday of the month.
- All Boards Briefing.
- Swannanoa Fair – huge attendance very lucky with the weather.

T Robson

- Woodstock Quarries Landfill – He had received several requests for further information on this matter and suggested that the Board publish an updated Facebook post.
- West Oxford Reserve – He had received calls and emails regarding campers staying for extended periods, which continued to affect nearby properties. Additional signage outlining camping rules had been requested.
- Oxford Promotions Action Committee Meeting – He attended the meeting as a community member.
- Oxford Community Trust – He participated in a debrief of recent events and programmes and discussed the Trust's upcoming activities for the year.
- All Boards Briefing – He attended the briefing.
- Waimakariri Irrigation Limited / Burnt Hill Storage Public Meeting – He attended the meeting, which, while informative, did not provide many resolutions. Further information and a follow-up public meeting were anticipated.
- Swannanoa Fair – He attended the well-supported event and noted the value of Council's presence in facilitating community engagement.

N Mealings

- Received a call from the Ohoka School caretaker regarding concerns about vehicles speeding past the school during school hours.
- Received an email from an Oxford resident raising concerns about speed and road conditions on High Street near the dog park.
- Received a call from a resident seeking arrangements for key and access requirements for a recurring seven-week booking at the Ohoka Pavilion.
- Met with the Mandeville Sports Club Board Chairperson to clarify areas of responsibility between the Club and the Council.
- Attended the Arohatia te Awa meeting, where the concept plan for the Ohoka Esplanade Reserve was confirmed as complete, with planting underway and infrastructure planning progressing.
- Attended the Mandeville Sports Club All Clubs meeting and Special General Meeting, where the Club adopted its new constitution under the Incorporated Societies Act 2022. Due to an initial lack of quorum, a follow-up meeting was held the following week. An updated Park Run course was being developed, and recruitment for a new groundsman was underway.
- Met with the owners of the Ohoka Farmers Market to discuss access, signage, and related operational matters.

- Attended the Waimakariri Youth Council meeting, which held an open evening for prospective new members during the recruitment period.
- Attended the Ohoka Domain Advisory Group meeting and the monthly Ohoka Bush working bee. The group was considering making an Annual Plan submission for operational requirements and separately discussing understory planting as recommended by staff.
- Attended the Swannanoa Fair, engaging with attendees prior to the afternoon weather change. A Mandeville resident won the prize draw.
- Spoke at the North Canterbury Federation of Women's Institute Annual General Meeting, attended by representatives from all seven branches, including Ohoka.
- Attended the first meeting of the term for the Ohoka Rural Drainage Advisory Group, where T. McBrearty was re-elected as Chair. Staff and the new contractor were present, and the group identified a significant programme of work to progress consultation projects.

11.1. **Beach Users Survey 2025/26**

<https://letstalk.waimakariri.govt.nz/beach-users-survey-2025>

11.2. **Parking and Traffic Bylaw**

<https://letstalk.waimakariri.govt.nz/parking-and-traffic-bylaw-2026>

Consultation closes on Monday 9 March 2026.

11.3. **Youth Action Plan**

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

The Board noted the consultation projects.

12. BOARD FUNDING UPDATE

12.1. **Board Discretionary Grant**

Balance as at 28 February 2026: \$3,484.

12.2. **General Landscaping Fund**

Balance as at 28 February 2026: \$14,330.

The Board noted the funding update.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 8 April 2026 at the Ohoka Hall.

- Workshops 8:01pm to 8:24pm**
- *Members Forum*
 - *Annual Plan Submission*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8:24PM.

CONFIRMED



Chairperson

8 April 2026

Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE SEFTON PUBLIC HALL, 591 UPPER SEFTON ROAD, SEFTON ON TUESDAY 10 MARCH 2026 AT 5.30PM.

PRESENT

M Paterson (Chairperson), A Thompson (Deputy Chairperson) (arrived 6:14pm), B Cairns, J McLachlan, M Potter, S Powell and P Stone.

IN ATTENDANCE

T Bartle and P Redmond (Kaiapoi-Woodend Ward Councillors)

K LaValley (General Manager Planning, Regulation and Environment), K Howat (Parks and Facilities Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

1. APOLOGIES

Nil.

2. CONFLICTS OF INTEREST

Item 6.1 - P Stone declared a conflict of interest as she was a member of the Woodend Lions Club.

3. CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 9 February 2026

Moved: P Stone

Seconded: J McLachlan

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board meeting held on 9 February 2026.

CARRIED

3.2 Matters Arising (from minutes)

Nil.

4. DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

Report 6.2 “Application to the Woodend-Sefton Community Board’s 2025/26 Discretionary Grant Fund’ was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

6.1 Woodend Pegasus Lions Club Lease of Woodend Scout Den, Renaming of Woodend Scout Den and Proposal to Paint Poppies on War Memorial – K Howat (Parks and Facilities Team Leader)

Woodend Pegasus Lions Club Lease of Woodend Scout Den

K Howat spoke to the report, noting that a lease request had been submitted by the Woodend Pegasus Lions Club (the Club). The Club currently had a Licence to Occupy the Woodend Scout Den at 38 Rangiora Woodend Road, which did not provide exclusive use of the Den. The Club was requesting the lease to provide the security and stability needed to continue delivering community services, contribute to building improvements and plan future projects. A lease would provide a stronger tenure framework that supported long-term community benefit.

Responding to B Cairns’ question, K Howat confirmed that the Club was prepared to fund the insurance and maintenance of the Den in accordance with the lease conditions. He noted that the Council had recently completed \$18,000 in essential maintenance on the building, the Club had funded the carpet replacement, and the Woodend Community Church had installed a heat pump. While maintenance responsibilities were outlined in the lease, the Council would continue to work collaboratively with the Club to ensure the building was being maintained. Minor maintenance would be undertaken by the Club, while major works would remain the Council's responsibility.

B Cairns questioned whether the Club could recover the insurance and maintenance costs from the various organisations using the facility, and K Howat advised that they did not currently do so, but that they could implement such a system if required.

P Redmond noted that the proposed lease term was 30 years, with an annual rental of \$1. He expressed concern that this arrangement would commit a Council-owned facility for a lengthy period at minimal rent, while still incurring maintenance costs. He asked how the Council could ensure that other community groups retained access to the facility. K Howat explained that the facility was already used by several groups, including the Woodend Community Church, a Zumba fitness class, a radio club, and the Waimakariri Women’s Club. The facility was in substantial use, and it would remain the Council’s responsibility to ensure it did not remain vacant.

P Redmond further queried how the Board could grant a non-exclusive lease. K Howat clarified that, while the lease was exclusive in the sense that the Club would manage the facility, the Club would also have the authority to sublease it, rather than the Council.

T Bartle asked how the proposed lease arrangement differed in practical terms from the current situation. K Howat responded that the primary difference was the security provided by a lease, which a Licence to Occupy did not offer.

Moved: S Powell

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 260201017194.
- (b) **Approves** the granting of a Lease to the Woodend Pegasus Lions Club, formalising their exclusive use of the facility, with the lease to be granted for an initial term of 10 years, with two further rights of renewal of 10 years each, providing for a total potential tenure of up to 30 years.

- (c) **Notes** that an annual lease fee of \$1.00 will apply, reflecting the community service nature of Woodend Pegasus Lions Club, and that the rental amount will be subject to periodic review.
- (d) **Notes** that the lease will permit the Woodend Pegasus Lions Club to sublet all or part of the facility to other community groups, subject to Council approval and compliance with the terms of the lease.
- (e) **Notes** that the transition from a Licence to Occupy to a Lease requires Community Board approval under Council delegations.
- (f) **Notes** that this change in tenure does not impact the Lions' current use of the building, and their occupation may continue uninterrupted while the lease is finalised.
- (g) **Notes** that the rating valuation of the building was \$405,000.

CARRIED

S Powell commented that she was familiar with recent developments at the facility. She noted that the Woodend Scout Den served an important role in the community by filling a gap in available services. The facility's condition had significantly improved; it was now warmer, cleaner, and brighter. She observed that under the previous tenant, there had been no clear community benefit, whereas the current arrangement provided meaningful value. The Club had also made it clear that its intention was to sublease the facility for events and community groups at an affordable rate. S Powell, therefore, supported the motion.

M Paterson also supported the motion, adding that the Club were an ideal organisation to assume responsibility for the facility, given their strong community focus.

Renaming of Woodend Scout Den

K Howat explained that the proposed renaming of the facility to the John Harris Memorial Den was intended to recognise Mr Harris's longstanding contribution to the community. The late Mr Harris dedicated more than 30 years to youth development through Scouting, including 12 years as a Scout Leader, and was known for his practical, hands-on approach to mentoring young people. The request to rename the facility was initiated by the Club.

B Cairns and P Redmond questioned the cost of the proposed signage for the new name. K Howat advised that the costs associated with the design, manufacture, and installation of the John Harris Memorial Den signage would be covered by existing Greenspace operational budgets. He noted that the facility was asbestos-clad and that an existing sign at the front of the building could be adapted.

Moved: S Powell

Seconded: B Cairns

- (h) **Approves** the naming of the building located at 38 Rangiora Woodend Road as the John Harris Memorial Den, in recognition of the exceptional and long-standing contribution of the late John Harris to the Woodend community.
- (i) **Notes** that if approved staff will arrange for design, manufacture and installation of the sign and will consult with the Harris family and the Lions on the final design, with costs met within existing Greenspace operating budgets.
- (j) **Notes** that the cost of the sign, including installation, is expected to be approximately \$750.

CARRIED

S Powell thought it was very fitting to have a memorial for John Harris, to acknowledge the work he did in the Woodend community over many years. It also gave the facility an identity, which she believed was needed.

B Cairns was impressed that the Club were taking on the facility; it was a mammoth task, particularly in terms of maintenance and insurance. It was appropriate to name it the John Harris Memorial Den, in honour of all the work he had done in the community.

Proposal to Paint Poppies on War Memorial

K Howat noted that the artist's feedback was that painting the poppies would detract from the memorial's original artistic vision and design intent. Areas of the memorial were purposely left grey and unpainted to reflect the starkness of war. The purpose of the memorial was to highlight the names of the fallen soldiers. The Kaiapoi RSA, the organisation responsible for coordinating the ANZAC Day service at the Woodend War Memorial, advised that the memorial should remain in its original uncoloured state and expressed concern that adding colour would not be consistent with the memorial's intended character and dignity. There was no wider community consultation outside of the Club.

Moved: S Powell

Seconded: J McLachlan

- (k) **Declines** the request to paint the stylised poppy reliefs on the Woodend War Memorial, on the basis that this would compromise the original artistic intent.
- (l) **Notes** that the Kaiapoi RSA do *not* support the proposal to paint the stylised poppy reliefs on the Woodend War Memorial, advising that the memorial should remain unchanged in its current uncoloured form.
- (m) **Notes** that wider community consultation has not been undertaken for the proposal to paint the poppies. Staff have engaged with the Kaiapoi RSA and the original memorial artist, and no broader consultation has been carried out beyond the Lions Club's request.

CARRIED

S Powell advised that she had no strong preference either way; however, given that both the artist and the Kaiapoi RSA had expressed the view that the mural should not be painted, she believed their position should be respected. She also noted that painting the structure would impose additional maintenance requirements and that the Council had an obligation to ensure that war memorials were well presented, a task that already required ongoing upkeep.

J McLachlan concurred, adding that if the artist had intended the work to remain unpainted, the Board should honour that intention.

6.2 **Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

C Fowler-Jenkins took the report as read, advising that the Menzshed Pegasus Woodend Community Trust had withdrawn its application after being donated a portable compressor from a community member and no longer required the funds. The Rangiora Boxing Club sought funding towards the cost of medical care for athletes during the South Island Golden Gloves tournament. However, only 20% of attendees were anticipated to be from the Woodend-Sefton area. She noted that the Boxing Club had submitted applications to all Waimakariri District Community Boards, seeking \$500 in funding from each Board.

B Cairns noted that the Rangiora Boxing Club would be charging \$20 per person for entry to the event. They had also received \$5,000 in sponsorship.

P Redmond stated that the Rangiora Boxing Club were bringing the South Island Golden Gloves tournament to the Waimakariri District and there would be economic benefit to the district from the anticipated large number of visitors and competitors attending the event. He further noted that the Board had a reasonably healthy balance in its 2025/26 Discretionary Grant Fund.

Moved: P Stone

Seconded: M Potter

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260220060531.
- (b) **Approves** a grant of \$500 to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

LOST

The motion was lost, and the status quo therefore remained.

P Stone noted that although the event was being organised by the Rangiora Boxing Club, it was to be held in Kaiapoi, which was within the Board's wider area. The application indicated that approximately 20% of the contestants resided within the Board's boundaries and confirmed that all Community Boards had been approached for support. She highlighted that the funding request related to medical services, which were essential for the event to proceed.

M Potter expressed support for the proposal, noting that national sports events of this nature attracted many visitors, would benefit the wider district, and also had the potential to attract families. He considered it a positive initiative.

S Powell stated that she did not believe applications should be approved solely because the Board had available funds. Each application needed to be assessed on its own merits, as it involved the allocation of ratepayer money. She expressed concern about the application, noting the organisation's existing funding and the fact that they had applied to all Community Boards. In her view, the application may have been more appropriately directed to Enterprise North Canterbury rather than to Community Boards.

B Cairns advised that he served on the Enterprise North Canterbury Funding Committee, which also received an application from the Rangiora Boxing Club. He expressed frustration that some applications submitted to Community Boards did not provide complete information, particularly in this case, where the event already had business sponsorship and would be charging admission. He emphasised that the Board was allocating ratepayer funds and should be provided with full and transparent details.

The Board adjourned at 5.42pm for a workshop to discuss the application from the Rangiora Boxing Club and reconvened at 5.79pm.

6.3 **Approval of the Woodend-Sefton Community Board Plan 2025-28** –
T Kunkel (Governance Team Leader)

C Fowler-Jenkins took the report as read, and there were no questions from Board members.

Moved: M Paterson

Seconded: S Powell

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 260115005819.

- (b) **Approves** the Woodend-Sefton Community Board Plan 2025-28 (Trim 260112003809).
- (c) **Authorises** the Chairperson to approve the final version of the Woodend-Sefton Community Plan 2025-28 if any further minor editorial corrections are required.

CARRIED

M Paterson commended the staff for doing a good job in preparing the Plan.

S Powell wished more people would read it because it contained good information. She thanked the staff for their work on it.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2026**

- Road Works – Woodend Beach Road was one-way for three days. The traffic management seemed to be excessive.
- Accidents on State Highway One – There were four accidents between Pineacres and the Cam River in two days. The development of the Woodend Bypass was long overdue.
- Woodpecker – Completed the Board write-up in the Woodpecker with S Powell's help. The Board needed to consider what information should be included in the Woodpecker.
- Drainage concerns – Mackintosh's Drain seemed not to be functioning as it should.
- Email from resident – Concerns regarding safety for bikers and other users of Gladstone Park due to the electric motorbikes ramping at the park.
- Email from resident – Frustration about the honey suckle at the entrance to Waikuku Beach not being dealt with by the Council.

Moved: M Paterson

Seconded: J McLachlan

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the verbal report from the Woodend-Sefton Community Board Chairperson.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 February 2026.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 February 2026.
- 9.4. Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.5. Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.

- 9.6. Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.7. Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.8. Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.9. Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: B Cairns

Seconded: S Powell

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.9.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

B Cairns

- Food Secure North Canterbury had organised two weeks of tours to visit edible/food forest gardens. Tickets were available on their website, along with videos of Jo Seagar demonstrating how to cook.
- The Allin Drive Reserve consultation was complete, and Council staff were working on design ideas based on feedback and budget.
- Woodend Beach Reserve – Council staff were working on finalising the detailed design and tender documents before putting out a public tender for the civil works. This tender was planned to go out in April 2026, with on-site work starting in the new financial year and the play space opening to the public in Spring/Summer 2026. Some work would be undertaken on-site in preparation for the main contract, such as tree maintenance, and staff would update the Board and the Te Kōhaka Trust once they had clearer timeframes for the work. Staff were also working directly with a cultural artist on the project's artistic elements, including the cladding of the toilet building.
- Owen Stalker Park Toilet Mural – in the final stages of an agreement with the school and local artist to commence this Board-approved work. Subject to weather completion date is estimated as August 2026.
- Waikuku - Pollinator patches and bird signs were installed in the Waikuku Beach Pond area. There had been discussions about the extent of Japanese honeysuckle along the roadside leading to the pond. Works were undertaken in 2022 by the Council's Roding Team (including smoothing the plants' roots). Council staff were looking into ways to maintain this area to find a long-term solution.
- Waikuku Beach Volleyball Nets – awaiting response from the community lead for this project, and continue to follow up on this. There had been no progress by the community group since the Board's approval in 2025.
- The Kaiapoi River Carnival event would be held on Saturday, 14 March 2026.
- North Canterbury Neighbourhood Support Inc., after consultation with members, had changed to an incorporated charitable trust. This may mean that they would ask members from Community Boards to join the committee as they have in the past.
- Welcome to Woodend Sign was being manufactured by Larsen Signs.
- Pegasus Residents Group Fun Day was well attended and well organised.
- Concern about truck movements to build the new Woodend Bypass.
- Enterprise North Canterbury would be hosting a Business Summit – a new flagship event – early bird tickets were on sale.

- Council Website Improvements / Neighbourhood Reserve Mapping – With the assistance of a student intern, the Council had begun a project to map reserve assets and to promote these more effectively for use by community members and visitors. This first stage of the project included site visits to district neighbourhood reserves to photograph the reserves, amenities, and play-space equipment, and to gather data on reserve features, including accessibility provisions. Once this visual and technical data was gathered, it would be included on a refreshed Greenspace area on the Council's website. Future stages of the project will extend to sports parks and other reserve categories.

S Powell

- Waimakariri Access Group training for staff and elected members on Thursday, 12 March from 9 am to noon at John Knox Church in Rangiora. The aim was to raise awareness of the issues disabled people faced so that people could make good decisions around accessibility.
- Draft Youth Action Plan out for public consultation – closes 18th March 2026.
- Woodend Pegasus Area Strategy survey seeking community input open now, through 'Have Your Say' page on the Council website. One of the questions was whether anyone had any ideas for a name for the new Plan (the current Strategy under review was called the Woodend Pegasus Area Strategy).
- Attended Hui with Ngai Tūāhuriri at Tuahiwi Marae along with the Mayor, Councillors and Senior Management.
- Went along to the pop-up library in Pegasus. This was a three-month trial and was going to areas around the Waimakariri District without a library. In the Boards area that included Waikuku Beach, Sefton, Woodend, Ravenswood and Pegasus. This provided an opportunity for locals to learn more about the available services, get books, and get a library card if they did not have one. Well attended, with many parents and young children enjoying story time, and a group from one of the childcare centres.
- Ashley Rakahuri Rivercare Group were holding the official opening of the Annie Currie Viewing Platform at the estuary at Waikuku Beach on 27 March at 4 pm. All welcome.
- Drop-ins for draft Annual Plan consultation confirmed. This was a good opportunity to hear locals' thoughts. In the Boards area – Woodend Community Centre on 8 April from 5 to 7 pm and Pegasus Community Centre on 15 April from 10 am to noon.
- Variety of 'Snap Send Solve' requests sent in and also followed up on a few for residents.

T Bartle

- The Waimakariri Health Advisory Group through Unichem were offering a list of services they could provide and prescription products that could be supplied direct from pharmacies. It was an opportunity to allow people to get minor treatments done without clogging up the system.
- The Rangiora Housing development which was the old Lilybrook motels renovated. That was being renovated and turned into emergency housing and would help with the shortage of housing helping people that were struggling.
- The Sterling Silverstream opened their new building.
- Residents in some of the smaller roads where the big truck and trailers were going to cart shingle from would be a growing issue, the goal was 90,000 cubic metres to come from the Waimakariri River and Ashley River for the Woodend Bypass.

P Redmond

- Attended a good Enterprise North Canterbury networking function at Waipara, it was well attended by mainly people from Hurunui and Waimakariri.
- Volunteer expo at Rangiora Library, well attended.
- The District Licensing Committee approved an off-licence for a premises in Kaiapoi by the new Woolworths. There were six interrelated objectors from the public, the agencies

health, police and the licensing inspector did not oppose the application. The Committee granted the application, but it was now under appeal.

- The Rangiora Eastern link business case had been lodged with the New Zealand Transport Agency it was now 25% ratepayer funded which was a good deal. There was a cost benefit ratio of \$7 for every \$1 spent.
- It was international Chinese new year of the horse. Attended a function put on by the Chinese Consol in Christchurch followed up by attended a farewell at the Oxford Area School for Chinese exchange students.
- Attended the Silverstream duck race and fun day.

P Stone

- Attended the Waimakariri Access Group Meeting.
- Attended the Waimakariri Health Advisory Group Meeting.
- Attended the Ravenswood Cuppa.
- She had been up to the Health Coalition Aotearoa Health Infrastructure Panel meeting and trying to be a representative for a rural district in that mix of discussion. So that national advocacy body had a rural perspective, policy asked for Government that was informed global perspective.

A Thompson

- Attended the Sefton Hall Committee Meeting – it was challenging. They were trying to get funding for a multi-million dollar hall. His Suggestion was to come back and talk to the Council about something lower key and more pragmatic.

1 CONSULTATION PROJECTS

1.1 Parking and Traffic Bylaw 2026

<https://letstalk.waimakariri.govt.nz/parking-and-traffic-bylaw-2026>

Consultation closes on Monday 9 March 2026.

1.2 Youth Action Plan

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

The Board noted the consultation projects.

2 BOARD FUNDING UPDATE

2.1 Board Discretionary Grant

Balance as at 28 February 2026: \$7,455.

2.2 General Landscaping Budget

Balance as at 28 February 2026: \$14,640.

Need to be looked at figure incorrect in board plan.

The Board noted the funding update.

3 MEDIA ITEMS

Nil.

4 QUESTIONS UNDER STANDING ORDERS

Nil.

5 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 13 April 2026 in the Woodend Community Centre.

Workshop
<ul style="list-style-type: none">• <i>Members Forum</i>

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6:39PM.

CONFIRMED

Mark Paterson

Chairperson

13 April 2026

Date

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON 11 MARCH 2026 AT 7PM.

PRESENT

L McClure (Chairperson), J Gerard (Deputy Chairperson), K Barnett, R Brine, A Geeves, J Goldsworthy, D Lundy, B McLaren and B Robinson.

IN ATTENDANCE

T Fulton (Oxford-Ohoka Ward Councillor).

S Hart (General Manager Strategy, Engagement and Economic Development), G Stephens (Design and Planning Team Leader), C Taylor-Claude (Parks Officer), J Mason (Landscape Architect), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

One member of the public was present.

1. APOLOGIES

Moved: B McLaren

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives and sustains** apologies for absence from D Hawkins and J Ward.

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 11 February 2026

Moved: K Barnett

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 11 February 2026.

CARRIED

3.2. Matters Arising (From Minutes)

Nil.

3.3. Notes of the Rangiora-Ashley Community Board – 11 February 2026

Moved: J Gerard

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated notes of the Rangiora-Ashley Community Board meeting, held on 11 February 2026.

CARRIED

4. DEPUTATIONS AND PRESENTATIONS

4.1. Tony Kean – Disc Golf Course Proposal at MainPower Stadium

T Kean advised that the North Canterbury Sport and Recreation Trust (NCSRT) were seeking to establish a temporary disc golf course at MainPower Stadium, situated between the hockey turf and the cricket oval. He noted that the NCSRT considered the location ideal, as the Stadium already had appropriate infrastructure and staff available to manage disc hire. The initiative would also provide an opportunity for a broader range of community members to engage with the sport.

T Kean highlighted the significant growth in disc golf participation, noting that the Kaiapoi course had recorded 17,000 rounds since opening. He further advised that Jelly Park in Christchurch was currently New Zealand's most popular course and ranked among the top eight internationally. Because the Stadium was already equipped to hire discs, members of the public could participate without purchasing their own equipment, and Stadium staff could monitor the course for potential damage. T Kean also noted that the NCSRT maintained strong working relationships with both hockey and cricket, which would support coordination should the disc golf course need to be temporarily closed at certain times. He added that a key focus of NCSRT was to support the development of minor sports that typically lacked established community groups. He cited existing initiatives, such as walking netball, pickleball, and children's sports programmes, as examples of this work.

A Geeves asked how long the proposed disc golf course would be. T Kean responded that most holes would be between 60 and 70 metres in length, with the longest hole measuring approximately 120 metres. This would result in a total course length of approximately 500 to 600 metres for nine holes.

J Goldsworthy queried how the NCSRT anticipated the course would operate during busy sports days, particularly given the current pressure on the MainPower Stadium car park. T Kean advised that the NCSRT open the MainPower Oval car park on busy days to provide additional parking. He did not expect a high level of disc golf activity on busy Saturday mornings. However, if issues did arise, the NCSRT could recommend that players avoid Saturday mornings during the winter sports season.

B McLaren questioned whether the proposal included any affiliation with the national disc golf body. T Kean noted that he had not undertaken extensive research into national affiliation and expected that involvement would more likely occur at a club level. He advised that Canterbury had a strong disc golf club that had assisted with planning for the course. If sufficient interest developed, there was potential for a sub-association or club to form.

B McLaren then asked whether the proposed course layout met international competition standards. T Kean explained that the layout was unlikely to be suitable for international events due to the limited space in some areas. He noted that several other local courses, such as Jelly Park, were already used for major events.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. North Canterbury Sport and Recreation Trust Disc Golf Course Proposal – C Taylor-Claude (Parks Officer)

C Taylor-Claude reported that approval was being sought for approval to install a nine-hole disc golf course at MainPower Stadium. The course would be fully funded and maintained by the North Canterbury Sport and Recreation Trust.

There were no questions from Board members.

Moved: J Gerard

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 260216026967.
- (b) **Approves** installation of a 9-hole disc golf course adjacent to MainPower Stadium, Coldstream hockey turf, and MainPower cricket oval as proposed by the North Canterbury Sport and Recreation Trust.
- (c) **Notes** that this proposal would be fully funded by the North Canterbury Sport and Recreation Trust, resulting in no cost to Council or increase in rates.
- (d) **Notes** that this is a free-to-use course and the North Canterbury Sport and Recreation Trust is not intending to charge for the use of the baskets. The trust may make available discs for hire.
- (e) **Notes** that the course would be temporary in nature and the installation would activate the area for now but can be easily moved or altered. This represents low risk for Council as the North Canterbury Sport and Recreation Trust are only seeking approval to locate the course, it can be moved if required.
- (f) **Notes** that Council staff will put in place a License to Occupy (LTO) with a three-year term for the disc golf course, and the LTO will be negotiated directly with the North Canterbury Sport and Recreation Trust.
- (g) **Notes** that Council staff will work with Canterbury Country Cricket and the North Canterbury Sport and Recreation Trust to confirm the process to identify when cricket requires use and how the holes in question would be closed for that duration.
- (h) **Reviews** the appropriateness of the site after 12 months.

CARRIED

J Gerard expressed support for the initiative but noted concerns about potential negative interactions between cricket and hockey participation. He suggested that a review after 12 months would provide staff with an opportunity to identify and address any issues that might arise.

B McLaren indicated his support for the motion and welcomed the introduction of diverse and engaging sports within the Waimakariri District. He noted that the proposal would incur no cost to the Council, would be temporary, and would include a 12-month review period. B McLaren also observed that the course had the potential to become a popular recreational destination within the district.

K Barnett commented that this was an accessible, low-cost activity, noting that the Cust Domain was also considering its installation. She expressed support for the initiative, observing that it was an all-season sport suitable for individuals of varying fitness levels.

6.2. **Elm Green Reserve Master Plan for Approval and Implementation** – J Mason (Landscape Architect)

J Mason spoke to the report, noting that 59 submissions had been received and had informed the development of the Elm Green Master Plan.

D Lundy asked whether the timing of the consultation period had affected the number of submissions received, and whether the time of year was considered when planning public consultation. J Mason advised that consultation needed to occur within a specific timeframe to ensure the project could be delivered before the end of the 2025/26 financial year. As a result, the decision was made to open the consultation the week before Christmas and keep it open for four weeks to provide the public with sufficient opportunity to submit feedback.

L McClure enquired whether consideration could be given to installing a Core Board in the reserve. J Mason confirmed that there was a buffer within the budget that would allow for the installation of a Core Board.

B McLaren queried whether there were any plans to plant tall trees at the end of the reserve to provide wind shelter. J Mason advised that \$5,000 from the Biodiversity Fund had been allocated for planting around the swale area. J Mason noted that planting large trees could create issues during winter due to increased shade and wet ground. She also highlighted that several consultation responses supported maintaining large open spaces for play, which extensive tree planting would compromise.

J Goldsworthy questioned whether there were plans to provide fully enclosed play spaces to support children with differing needs. G. Stephens confirmed that there was one enclosed park in Rangiora. While enclosed spaces offered benefits for some children, they could also create challenges for others. Staff typically used low bollards and landscaping to reduce direct access to roads. He noted that this was an area currently under investigation to determine how best to address varying needs.

D Lundy noted that several submissions referenced the reserve's wetness and asked how staff planned to mitigate it. J Mason confirmed that a swale had been installed at the southern end of the reserve along the fence line, which should immediately improve drainage. She added that the play space was planned for the higher end of the park and was therefore unlikely to experience the same level of wetness.

In response to a further question from D Lundy, G Stephens confirmed the Council had a robust process, worked through with developers, for negotiating reserves and play spaces to ensure they would meet the required levels of service. This play space would be funded through Development Contributions.

Moved: A Geeves

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 260213026289.
- (b) **Approves** the Elm Green Reserve Master Plan (Trim: 260226064838) for implementation.

- (c) **Notes** that consultation with the surrounding community has been completed and is summarised in the attached Consultation Feedback Report. The feedback received has informed revisions to the Draft Concept Plan, which now forms the Elm Green Reserve Master Plan.
- (d) **Notes** that there is a budget of \$400,000 within the Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development (PJ 102758.000.5225).
- (e) **Notes** staff have undertaken a cost estimate and assessed the cost to implement the Draft Concept Plan at \$385,000, including a 15% contingency.
- (f) **Notes** There is an additional further \$5,000 allocated for planting around the newly installed swale from the Natural Transitional Planting Fund (PJ 102471 000 5223), along with \$1,000 allocated for a biodiversity sign from the Interpretive Signage Fund (PJ 102472.000.5223).

CARRIED

D Lundy expressed support for the motion and extended thanks to the staff for their comprehensive work in preparing the Elm Green Reserve Master Plan.

B McLaren also endorsed the motion, noting that if, in the future, increased traffic resulting from the proposed Rangiora Eastern Link created a need for fencing along the McPhail Avenue side of the reserve, such fencing could be installed at that time

K Barnett stated that playgrounds must remain accessible to children and their caregivers while also promoting physical activity. She observed that Rangiora has grown significantly, and residents would need to adapt to living alongside playgrounds and busy roads. She appreciated that community feedback had been carefully considered and incorporated into the Elm Green Reserve Master Plan.

6.3. **Applications to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

T Kunkel reported the Okuku Pony Club would be hosting its primary funding event in June 2026. The Club had applied for \$1,000 to purchase prize ribbons. The application meets the Board's Discretionary Grant Criteria, as it is submitted by a community-based sports organisation, and the requested funding is in line with the specified \$1,000 limit per application

Moved: J Gerard

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 260209021653.
- (b) **Approves** a grant of \$1,000 to the Okuku Pony Club towards the purchase of prize ribbons for its Show Day.

CARRIED

J Gerard expressed support for the motion, observing that the Okuku Pony Club represents a significant asset within the Okuku community.

D Lundy concurred, noting that the Club played an important role in supporting and guiding future generations of equestrians.

T Kunkel advised that the North Canterbury Scout Troop had requested \$1,000 to attend a pre-jamboree camp in Oxford. The application met the Board's Discretionary Grant Criteria, as it was submitted by a community-based youth organisation; however, it should be taken into consideration that only approximately 30% of participants will be from the Rangiora-Ashley Ward

Moved: K Barnett

Seconded: A Geeves

THAT the Rangiora-Ashley Community Board:

- (c) **Approves** a grant of \$1,000 to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in March 2026.

CARRIED

K Barnett observed that the Scouts were highly active in their fundraising efforts. She noted that although not all beneficiaries resided within the Rangiora–Ashley Ward, many community groups were based in Rangiora, where their headquarters were located. She emphasised that the funds would support youth development and help equip young people with skills that would benefit them into adulthood.

A Geeves commented that he had previously been a Scout and a troop leader, and he acknowledged the youth development done by the organisation. He supported the motion as fundraising had become increasingly challenging for community organisations.

J Gerard, while supportive of the motion, expressed reservations about the relatively small number of beneficiaries, only 36 school-aged scouts, compared with the substantial amount requested.

In her right of reply, K Barnett noted that the Board had previously approved a similar application and believed that the same level of support should be extended to the Scouts. She further clarified that the costs presented did not include the parents who would accompany the children and cover their own expenses. With only three meetings remaining in the current financial year, the Board had the necessary funding to grant the application, and K Barnett considered allocating funds to youth initiatives an appropriate and worthwhile use of resources.

T Kunkel noted the Rangiora Boxing Club were hosting the South Island Golden Gloves Tournament at the Kaiapoi Boxing Club. They had requested \$500 to go towards medical care for athletes at the event. The application partially complied with the Board's Discretionary Grant Application Criteria because it is from a community-based group; however, only approximately 20% of participants would be from the Rangiora-Ashley Ward. Then again, the Board may wish to consider the significant economic benefit to the wider Waimakariri District from the anticipated number of visitors and competitors attending the event.

Moved: A Geeves

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (d) **Approves** a grant of \$500 to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

CARRIED

A Geeves supported the motion and believed that medical care at sporting events was essential and would be a worthwhile use of the Board's Discretionary funding.

R Brine concurred, noting that the concern about head injuries in sport was increasing and that he believed it was important to have professional medical care available at such sporting events. He also noted the Board's support for the medical experts at similar events and believed that they would be remiss not to support \$500 towards this application.

6.4. **Approval of the Rangiora-Ashley Community Board Plan 2025-28** – T Kunkel (Governance Team Leader)

T Kunkel thanked the members who contributed to the Board's Plan for 2025/28. She highlighted that some minor amendments had been requested by members and asked that any further amendments be emailed to the Governance Team.

Moved: J Gerard

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 260115005741.
- (b) **Approves** the Rangiora-Ashley Community Board Plan 2025-28 (Trim: 261012003789).
- (c) **Authorises** the Chairperson to approve the final version of the updated Rangiora-Ashley Community Plan 2025-28 if any further minor editorial corrections are required.

CARRIED

7. **CORRESPONDENCE**

7.1. **Letter from Keep Rangiora Beautiful**

Moved: K Barnett

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the letter from Keep Rangiora Beautiful (Trim: 260224063130).

CARRIED

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for February 2026**

Moved: L McClure

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the report from the Rangiora-Ashley Community Board Chairperson (Trim: 260303068230).

CARRIED

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 February 2026.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 February 2026.
- 9.4. Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.5. Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.6. Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.7. Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.8. Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.9. Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: A Geeves

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.9.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

R Brine:

- Southern Community Hub - Several meetings of the Working Group had taken place over the past month, including the Community Workshop, which was very well attended. The Group had identified key partners they wished to include and were working through how they could assist and be assisted. Social media channels for the proposed Community Hub had been created. The Group was optimistic about the progress being made.

K Barnett:

- Attended the Civil Defence Awards, where Duncan Lundy was celebrated for 40 years of service to civil defence. Heather Thomas was also acknowledged for 50 years of service.
- The Cust Rumble would be held from 5 to 8 November 2026 at the Cust Domain. The organisers had addressed all concerns raised by the community.

A Geeves:

- Waimakariri Access Group Meeting - Provided feedback on the Blake Street car park proposal, with the main concern being the placement of signage for accessible parks. The Group had also requested an online map of all accessible car parks in the district. The Group was hosting their Accessibility Training Day on 12 March 2026.
- The Traffic Management for the Percival Street sewer upgrade was very effective.

J Gerard:

- District Licensing Committee - The Salvation Army had opposed an off-license application for a bottle store at the Waimak Junction in Kaiapoi.
- Attended a cricket meeting where a general discussion regarding Southbrook Park was held.
- Attended Community Networking Forum.

- Attended Southern Community Hub community meeting.
- Attended the Joint All Boards Session regarding an update on the Council's draft 2026/27 Annual Plan.
- Volunteered with Meals on Wheels.

B McLaren:

- Attended Waitangi Day celebrations at the Ohoka Market and in Kaiapoi.
- Attended the Civil Defence Awards, where Duncan Lundy was celebrated for 40 years of service to civil defence.
- Attended the Community Networking Forum in Rangiora.
- Attended the Fire Fighting Competition at Dudley Park.
- Attended the Chinese Lunar New Year celebrations at Rangiora Library.
- Rangiora Library Chamber Gallery launched Humans of Waimakariri, showcasing people in the district through a photo and a short story.
- Rangiora Community Patrol - Fundraising via a safer plates and barbecue at Rangiora PAK'nSAVE, as well as a quiz afternoon at the Rangiora RSA. Number plate theft was a significant problem in the community.
- Attended the Christchurch Earthquake 15-year anniversary.
- Attended a Citizenship Ceremony.
- North Loburn School Community Emergency Hub Launch - This was the 19th community hub in the Waimakariri District.
- Violence Free North Canterbury Meeting.
- Visited the pop-up libraries in Pegasus and Woodend.
- Visit to Satisfy Food Rescue's new premises.

B Robinson:

- Received a large amount of positive feedback on the bridge on Townsend Road.
- The Pegasus Community Centre would be an impressive facility for the community.
- Visited the Rangiora Menzshed.
- Attended a meeting regarding the Abbeyfield Community Housing.

J Goldsworthy:

- Attending the Resource Management Act Good Decision Making course.
- Attended an Economic Insights Forum. Pressure on fixed-income households was becoming tighter.
- Attended Local Government New Zealand All of Government Conference. The key message was that localism was best.

D Lundy:

- Attended Southbrook School community evening.
- Attended North Loburn Community Hub opening.

11. CONSULTATION PROJECTS

11.1. Youth Action Plan

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation would close on Wednesday, 18 March 2026.

The Board noted that the Consultation projects.

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

Balance as at 31 January 2026: \$9,747.

12.2. General Landscaping Fund

Balance as at 31 January 2026: \$29,290.

The Board noted the Funding updates.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: L McClure

Seconded: J Gerard

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved that the public be excluded from the following parts of the proceedings of this meeting:

16.1 Notes of the Rangiora-Ashley Community Board briefing of 11 February 2026

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
16.1	Notes of the Rangiora-Ashley Community Board briefing of 11 February 2026	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) as per LGOIMA Section 7 (2)(i).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 8.18pm to 8.19pm.

Resolution to resume in Open Meeting

Moved: L McClure

Seconded: J Gerard

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

CARRIED

OPEN MEETING

17. NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 8 April 2026 in the Council Chamber.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.19PM.

CONFIRMED



Chairperson

8 April 2026

Date

<p>Workshop (8.19pm to 8.57pm) (Trim: 260324082718)</p> <ul style="list-style-type: none"> • <i>Road Naming</i> • <i>Members Forum</i>

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 16 MARCH 2026, AT 5PM.

PRESENT

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, H Carroll, and S Stewart.

IN ATTENDANCE

B Cairns, S Powell (Kaiapoi-Woodend Ward Councillors) and B McLaren (Rangiora-Ashley Ward Councillor).

C Brown (General Manager Community and Recreation), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were no members of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives and sustains** apologies for absence from A Campbell and P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 16 February 2026

Moved: J Watson

Seconded: H Carroll

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 16 February 2026, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

3.3 Workshop Notes of the Kaiapoi-Tuahwi Community Board – 16 February 2026

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahwi Community Board workshop, held 16 February 2026.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)

K Rabe advised the Board that the Kaiapoi Toy Library had applied for funding to support the purchase of two LeapPad Academy Educational Tablets and one LeapFrog LeapMove. The application partially met the Board's Discretionary Grant Fund criteria, noting that grants are generally capped at \$750 per application, with a maximum of \$1,000 per organisation per financial year. However, the applicant had requested funding of \$810.

T Bartle queried the life expectancy of the LeapFrog products. K Rabe was unsure of the life expectancy however they were designed for young children and made to be robust.

H Carroll questioned if Toy Libraries received any funding from the Ministry of Education. C Brown confirmed they did not receive funding from the Ministry of Education. They operated a membership model where members could either pay the full membership or pay a lesser cost with volunteer duties required.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 2609021755.
- (b) **Approves** a grant of \$500 to the Kaiapoi Community Toy Library Incorporated to purchase two LeapPad Academy Educational Tablets and a LeapFrog LeapMove.

CARRIED

J Watson observed that although the items were not traditional toys, they aligned with current play preferences and would provide access for families who might not otherwise afford them.

R Keetley agreed, noting the benefit to less advantaged families.

B Cairns added that the Toy Library was well used and well organised, with plans for further growth.

K Rabe highlighted the Rangiora Boxing Club had been selected to host the South Island Golden Gloves Tournament. The two-day event would take place at the Kaiapoi Club. The Club had applied for \$500 from all Community Boards to contribute to cover the cost of medical care for athletes throughout the event. The Rangiora-Ashley Community Board had granted \$500 towards the tournament while the Woodend-Sefton Community Board had declined the application. The Oxford-Ohoka Community Board was yet to consider the application.

With the Chairperson's discretion, B Cairns advised the Board that the Club had applied to the Enterprise North Canterbury Funding Board, stating it had secured \$5,000 in sponsorship for the event and would charge a \$20 entry fee per attendee.

Moved: H Carroll

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Approves** a grant of \$500 to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

CARRIED

H Carroll supported the application as medical care was a necessity of the sport. The event was also being held in Kaiapoi which would provide a benefit to the wider community.

R Keetley supported the motion as the event was being held locally and he felt contributing to medical care was a worthwhile cause.

S Stewart noted she would not support the motion due to the nature of the sport.

6.2 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2025-28 – K Rabe (Governance Advisor)**

K Rabe thanked the members who contributed to the Board's Plan for 2025/28. She highlighted that some minor amendments had been requested by members and asked that any further amendments be emailed to the Governance Team.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260303067796.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2025-28 (Trim: 260112003765).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2025-28 if any further minor editorial corrections are required.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 **Chairperson's Report for February 2026**

J Watson reported that:

- The Kaiapoi River Carnival was incredible and amazingly attended.
- The Waimakariri Public Arts Trust was currently seeking more Trustees.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 260309072050).

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 February 2026.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 9.4 Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.5 Minor Amendment to the Alcohol Control Bylaw 2025 – Report to Council Meeting 3 February 2026 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.6 Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.7 Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.8 Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.9 Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.10 Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board

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

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

R Keetley

- The Kaiapoi Menzshed car boot sale was well attended.
- Attended the Waimakariri Biodiversity Trust meeting.
- Attended Kaiapoi District Historical Society meeting.
- Attended Kaiapoi RSA Executive meeting – ANZAC Day planning was underway.
- The Kaiapoi River Carnival was successful with a good crowd in attendance.

S Powell

- Observed several people in attendance at the Kaiapoi River Carnival try to enter the Kaiapoi Library however it was closed.
- Attended the opening of the Mel Eaton mural at the Chris Ruth Centre. They had raised concerns relating to the bus stop on Smith Street which had since been resolved.
- Waimakariri Access Group training for staff and elected members on Thursday, 12 March from 9 am to noon at John Knox Church in Rangiora. The aim was to raise awareness of the issues disabled people faced so that people could make good decisions around accessibility.
- Draft Youth Action Plan out for public consultation – closes 18th March 2026.

- Woodend Pegasus Area Strategy survey was seeking community input through the 'Have Your Say' page on the Council website. One of the questions was whether anyone had any ideas for a name for the new Plan (the current Strategy under review was called the Woodend Pegasus Area Strategy).
- Attended Hui with Ngai Tūāhuriri at Tuahiwi Marae along with the Mayor, Councillors and Senior Management.
- Went along to the pop-up library in Pegasus. This was a three-month trial and was going to areas around the Waimakariri District without a library. In the Boards area that included Waikuku Beach, Sefton, Woodend, Ravenswood and Pegasus. This provided an opportunity for locals to learn more about the available services, get books, and get a library card if they did not have one. Well attended, with many parents and young children enjoying story time, and a group from one of the childcare centres.
- Ashley Rakahuri Rivercare Group were holding the official opening of the Annie Currie Viewing Platform at the estuary at Waikuku Beach on 27 March at 4 pm. All were welcome to attend.
- Drop-ins for draft Annual Plan consultation confirmed. This was a good opportunity to hear locals' thoughts. In the Boards area – Woodend Community Centre on 8 April from 5 to 7pm and Pegasus Community Centre on 15 April from 10am to noon.
- Variety of 'Snap Send Solve' requests sent in and also followed up on a few for residents

B Cairns

- Attended the Kaiapoi Toy Library Community Open Day.
- Visited several businesses in Kaiapoi after the River Carnival who all had very successful days. Some shops could not close because of so many customers visiting.
- Food Secure North Canterbury had organised two weeks of tours to visit edible/food forest gardens. Tickets were available on their website, along with videos of Jo Seagar demonstrating how to cook.
- The Allin Drive Reserve consultation was completed, and Council staff were working on design ideas based on feedback and budget.
- Woodend Beach Reserve – Council staff were working on finalising the detailed design and tender documents before putting out a public tender for the civil works. This tender was planned to go out in April 2026, with on-site work starting in the new financial year and the play space opening to the public in Spring/Summer 2026. Some work would be undertaken on-site in preparation for the main contract, such as tree maintenance, and staff would update the Board and the Te Kōhaka Trust once they had clearer timeframes for the work. Staff were also working directly with a cultural artist on the project's artistic elements, including the cladding of the toilet building.
- Owen Stalker Park Toilet Mural – in the final stages of an agreement with the school and local artist to commence this Board-approved work. Subject to weather completion date is estimated as August 2026.
- Waikuku - Pollinator patches and bird signs were installed in the Waikuku Beach Pond area. There had been discussions about the extent of Japanese honeysuckle along the roadside leading to the pond. Works were undertaken in 2022 by the Council's Roding Team (including smoothing the plants' roots). Council staff were looking into ways to maintain this area to find a long-term solution.
- Waikuku Beach Volleyball Nets – awaiting response from the community lead for this project and continue to follow up on this. There had been no progress by the community group since the Board's approval in 2025.

- The Kaiapoi River Carnival event would be held on Saturday, 14 March 2026.
- North Canterbury Neighbourhood Support Inc., after consultation with members, had changed to an incorporated charitable trust. This may mean that they would ask members from Community Boards to join the committee as they have in the past.
- Welcome to Woodend Sign was being manufactured by Larsen Signs.
- Pegasus Residents Group Fun Day was well attended and well organised.
- Concern about truck movements to build the new Woodend Bypass.
- Enterprise North Canterbury would be hosting a Business Summit – a new flagship event – early bird tickets were on sale.
- Council Website Improvements / Neighbourhood Reserve Mapping – With the assistance of a student intern, the Council had begun a project to map reserve assets and to promote these more effectively for use by community members and visitors. This first stage of the project included site visits to district neighbourhood reserves to photograph the reserves, amenities, and play-space equipment, and to gather data on reserve features, including accessibility provisions. Once this visual and technical data was gathered, it would be included on a refreshed Greenspace area on the Council's website. Future stages of the project will extend to sports parks and other reserve categories.

S Stewart

- Attended the Ashley River Rating Advisory Group meeting. Several people raised concerns about the state of the river, ecology, flooding and what was happening with the braided river revival programme. These would likely be topics for the Waimakariri Biodiversity Trust winter lectures.
- Attended the All Boards Annual Plan session.
- Attended the Play. Active Recreation and Sport Strategy Working Group.
- The Waimakariri Biodiversity Trust was advertising for a Coordinator as well as what services they offered to the district.
- Residents had raised concerns regarding the Woodend Bypass and working commencing without the conditions in the designation being met.
- Ohoka Stream loop track been paused due to concern of riparian planting effecting the capacity of the stream.
- Keep Rangiora Beautiful had decided to disband.
- Greypower had concerns about the proliferation of children on scooters. They had been encouraged to submit on the Councils Annual Plan.
- Attended the Central Rural Drainage Advisory Group meeting. There was disappointment with the framework for assessing conditions of waterways.

H Carroll

- The Darnley Club had revamped its constitution. They needed a new larger fridge to meet the needs of their users. They also needed a wheelable whiteboard. She had suggested they apply to the Boards Discretionary Grant Fund. There were also concerns raised regarding the small garden at the entrance and the lack of maintenance.
- Attended the Waimakariri Access Group Training Day. One of the largest facing those with mobility aids was e-scooters blocking footpaths.

T Bartle

- The Waimakariri Health Advisory Group had finalised what prescriptions pharmacies could supply to people without a prescription from a doctor.
- The Lilybrook Hotel had been converted into emergency housing.
- Visited the Courtenay Drive elderly housing units which had been delivered under budget.
- Attended the Sterling Retirement Village opening.
- Attended the Mayor's Task Force for Jobs business breakfast.
- Attended a site tour at Kate Valley.
- A community meeting was being organised Between NZTA and the shingle contractor to try and find a solution to the concern regarding the deterioration of roads.

11 CONSULTATION PROJECTS**11.1 Draft Youth Action Plan 2026-2029**

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

11.2 Woodend/Pegasus Area Strategy Review

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

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

Balance as at 28 February 2026: \$5,279.

12.2 General Landscaping Budget

Balance as at 28 February 2026: \$46,580.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

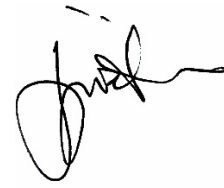
Nil.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 5pm, Monday 20 April 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.55PM.

CONFIRMED



Chairperson

20 April 2026

Date

Workshop (5.55pm to 6.14pm)

(Trim: 260316076551)

- *Norman Kirk Park Power Supply Options – Chris Brown (General Manager Community and Recreation) 15mins*
- *Members Forum*