

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 17 March 2025

4pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Sandra Stewart (Deputy Chairperson)

Neville Atkinson

Tim Bartle

Al Blackie

Tracey Blair

Russell Keetley



WAIMAKARIRI
DISTRICT COUNCIL

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AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 17 MARCH 2025 AT 4PM.

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

BUSINESS

PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 February 2025

10-20

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 17 March 2025, as a true and accurate record.

3.2 Matters Arising (From Minutes)

3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 17 February 2025

21

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held 17 March 2025, as a true and accurate record.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Consideration of Options for Progressing the Kaiapoi to Woodend Walking and Cycling Connection (Better-Off Funding) – Kieran Straw (Civil Projects Team Leader) and Joanne McBride (Roading and Transportation Manager)

22-50

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 241220227289.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council

- (b) **Approves** the expenditure of the existing Better-Off budget to the construction of the amended design (Option Two) within this report for the cycleway between Smith Street, and Lees Road, and for a footpath from Lees Road to Pineacres if budget allows, at an estimated cost of \$962,100, to be funded from the Kaiapoi to Woodend Cycleway budget (PJ102289) which has an available budget of \$965,090.
- (c) **Approves** the amended Plan of Works (Trim no. 241220227289) including the installation of seven additional “watts profile” speed humps in Old North Road, to ensure a low-speed environment suitable for a Neighbourhood Greenway.
- (d) **Notes** that the recommendations included within this report removes the off-road shared path on Old North Road and instead provides provision for a Neighbourhood Greenway only.
- (e) **Notes** that the low-speed environment for the “Neighbourhood Greenway” will be reinforced with additional shared space signage, and associated line marking (including green slurry).
- (f) **Notes** that the recommendations also include a provisional item for a footpath connection from Lees Road to Pineacres, to be installed if budgets allow.
- (g) **Notes** that the completion of the facilities between Smith Street and Pineacres Intersection will provide the first stage to any future connection through to Woodend following the completion of the Belfast to Pegasus Motorway Extension.
- (h) **Notes** that design components of Smith Street to Pineacres have previously been approved by Council through the Transport Choices Programme.
- (i) **Notes** that the Better Off Funding was sought specifically for the purpose of delivering the Kaiapoi to Woodend Cycleway, and that this budget is required to be spent by 30 June 2027.
- (j) **Notes** that should the recommendations in this report not be supported, then staff would take a further report to Council requesting the relocation of funding to a 3 Waters Project.

6.2 **Approval to Implement Kaiapoi Community Hub Play Space – Julie Mason (Landscape Architect) and Grant Stephens (Design and Planning Team Leader)**

51-60

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250306037361.
- (b) **Approves** the Community Hub Play Space Master Plan for implementation (Trim: 250305036779).
- (c) **Notes** the current NCF playground equipment at the end of its useful life and needs to be decommissioned and the current location within NCF Park is no longer appropriate for a play space.
- (d) **Notes** the relocation of the playground from NCF Park to the Community Hub has previously been approved by the Kaiapoi-Tuahiwi Community Board as part of the development of the Community Hub.
- (e) **Notes** there is budget set within the current Long-Term Plan of \$400,000 for the renewal of the NCF playground and to provide a play space within the hub to meet the levels of service to the surrounding community. This funding is made up of \$165,000 allocated from the Non-specified Reserve Enhancement budget and \$235,000 from Play Safety Surface/Equipment budget.
- (f) **Notes** that once approved, staff will work through the tender documentation and procurement process to implement this plan and that due to short timeframes, physical works will carry over to the next financial year and the budget will therefore be carried forward to allow for this.
- (g) **Notes** a cost estimate has been undertaken on the Play Space Concept Plan which comes in within budget at \$395,000.00 and includes a 15% contingency sum.
- (h) **Notes** Staff have carried out consultation with the Community Hub stakeholders and surrounding community within a 500m radius and included feedback responses and any corresponding changes made to the draft plan within this report.

6.3 **Kaiapoi Lakes Enhancement Opportunity and Collaboration – Bex Dollery (Biodiversity Team Leader)**

61-103

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250304035291.
- (b) **Approves** Greenspace staff to undertake the initial investigation of potential collaboration and use of land at Kaiapoi Lakes as a lizard receptor site.
- (c) **Notes** that Greenspace staff will consult with the Community Board further once precise details of the proposal are available and will seek approval for further works if required.
- (d) **Notes** that there is \$207,908 funding approved for the development of the area for 2025/2026 as outlined in the Kaiapoi Lakes Concept Development Plan (Trim 080925031371).

6.4 **Delay to Construction Completion Date for CON23/36 Raven Quay – Teifion Matthews (Senior Project Engineer)**

104-106

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250228033383
- (b) **Notes** that the site will be left sufficiently clear for the ANZAC Day parade, and that staff have met with the Kaiapoi RSA who have indicated that they are satisfied with the arrangements.
- (c) **Circulates** the report to the Council for their information.

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

107-136

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250221029015.
- (b) **Approves** a grant of \$..... to the Chris Ruth Centre towards purchasing a shade sail over the decking in front of the new building.

OR

- (c) **Declines** the application from the Chris Ruth Centre.
- (d) **Approves** a grant of \$..... to the Relay for Life North Canterbury Fundraising Committee to host a Relay for Life event.

OR

- (e) **Declines** the application from the Relay for Life North Canterbury Fundraising Committee.

6.6 **Approval of the updated Kaiapoi-Tuahiwi Community Board Plan 2022-25 – Kay Rabe (Governance Advisor)**

137-163

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250130015016.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2022-25 if any further minor editorial corrections are required.

7 CORRESPONDENCE

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2025**

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

9 **MATTERS REFERRED FOR INFORMATION**

9.1 **Oxford-Ohoka Community Board Meeting Minutes 5 February 2025.**

9.2 **Woodend-Sefton Community Board Meeting Minutes 10 February 2025.**

9.3 **Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.**

9.4 **Parking management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards**

9.5 **Request to Bring Forward Budget for Kendall Park Sports Field Lighting– Report to Council Meeting 4 February 2025 – Circulates to Kaiapoi-Tuahiwi Community Board**

9.6 **Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards**

9.7 **Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards**

9.8 **Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards**

9.9 **Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards**

9.10 **Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards**

9.11 **Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards**

9.12 **Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards**

9.13 **Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards**

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

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

Note:

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

10 MEMBERS' INFORMATION EXCHANGE

164-165

10.1 Brent Cairns

10.2 Philip Redmond

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

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

11 CONSULTATION PROJECTS

11.1 Parking on Main Street in Oxford

<https://letstalk.waimakariri.govt.nz/parking-on-main-street-in-oxford>

Consultation closes Friday 28 March 2025.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 28 February 2025: \$3,201.

12.2 General Landscaping Budget

Balance as at 28 February 2025: \$45,650.

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

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

16.1 Minutes of the Public Excluded Kaiapoi-Tuahiwi Community Board of 17 February 2025.

16.2 Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 17 February 2025

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-
16.1	Minutes of the Public Excluded Kaiapoi-Tuahiwi Community Board of 17 February 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).
16.2	Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 17 February 2025	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 as per LGOIMA Section 7 (2)(h).

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 14 April 2025 at 4pm.

Workshop

- *Historic Walkway Signage – Grant MacLeod (Greenspace Manager) 15 Minutes*
- *Members Forum*

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, 17 FEBRUARY 2025, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), T Stableford (Landscape Architect), K Straw (Civil Projects Team Leader), G Stephens (Design and Planning Team Leader), D Lewis (Stormwater Engineer), V Thompson (Senior Advisor Business and Centres), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were two members of the public present.

1 APOLOGIES

Moved: A Blackie

Seconded: T Bartle

THAT apologies for absence be received and sustained from P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

R Keetley declared a conflict of interest for the briefing conducted by Environment Canterbury.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 November 2024

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 November 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

S Stewart noted at the last meeting it was requested the Board be kept abreast of the work and testing being done by Environment Canterbury in the Kaiapoi River and that a report be brought back to the Board. N Atkinson indicated that he would be meeting with Environment Canterbury later in the week and would subsequently provide an update to the Board.

S Stewart further asked if there was an update on the floating pontoon. C Brown stated the consent had been lodged with Environment Canterbury and he could provide a memo to the Board on the progress made so far.

3.3 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 18 November 2024**

J Watson questioned the ownership of land along Fuller Street/Adderly Terrace. C Brown confirmed the Council owned some of the land however one section was owned by KiwiRail. The Council had been trying to gain a license to occupy for many years so this area could be beautified, however staff been unsuccessful.

J Watson further request a report be brought to the Board on the possibility of making Charles Street one way to stop trucks manoeuvring round the circle on Williams Street. N Atkinson confirmed the matter was being worked through the Mayor's office. C Brown confirmed it had been included during the landscaping budget discussions. Greenspace staff were asked to look at options that may work within the current design however no decision had been made on what projects would be completed under the General Landscaping Budget.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held 18 November 2024, as a true and accurate record.

CARRIED

3.4 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 25 November 2024**

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board Workshop, held 25 November 2024, as a true and accurate record.

CARRIED

4 **DEPUTATIONS AND PRESENTATIONS**

Nil.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Charles Street – Approval of the Scheme Design and Proposed Relocation of a Mobility Park – K Straw (Civil Projects Team Leader), J McBride (Roading and Transportation Manager) and D Roxborough (Strategic and Special Projects Manager)**

K Straw stated this report followed the workshop held on 18 November 2024. It was proposed to reduce the width of the traffic median along Charles Street to allow for the footpath to be widened whilst retaining the existing angled parking. He noted NZ Post was planning on redeveloping its vehicle entrance resulting in the need for no-stopping lines and the relocation of one mobility parking space. The angled parking would remain P15 and the mobility parks would be P120. The remainder of the existing P120 parking would be formalised. All surrounding businesses were consulted and only New World and The Salvation Army had concerns regarding the narrowing of the carriage way.

N Atkinson inquired about relocating the mobility park to the northwest rather than its proposed position near Paris for the Weekend. In response, K Straw explained that the decision to place it near Paris for the Weekend was made to accommodate vehicles with rear-loading access as well as there already being a mobility park located within the angled parking.

S Stewart queried what ADVT meant. K Straw noted it was the average daily vehicle tally.

T Bartle asked what amount the traffic lanes would be reduced by. K Straw confirmed the traffic lane width was currently 3.4m and would be reduced to 3.1m after the works were completed.

Moved: N Atkinson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240819138236.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the proposed Charles Street Scheme Design as per Trim: 250114004447.
- (c) **Approves** the implementation of 6m of no-stopping, between the relocated NZ post entrance, and the existing angle parking, noting that there is insufficient space to accommodate an on-road parking space in this location.
- (d) **Notes** that the revised design retains the existing angle parking, and that the footpath width has increased, and the width of the central painted median is reduced to accommodate the wider footpath area.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the District Plan and Regulation Committee:

- (e) **Approves** the relocation of the existing mobility park to a new location in front of "Paris for the Weekend", noting it will have a length of 6.6m (the maximum we can accommodate within the constraints of the vehicle entrances).
- (f) **Approves** the implementation of "P120" parking restrictions for all parking (including the relocated mobility park) on the southern side of Charles Street, for a distance of 55m between the vehicle entrance to No. 55 Charles Street, and Tom Ayres Drive.
- (g) **Approves** the implementation of a "P120" parking restriction for the existing unrestricted mobility parking space at the western end of the angle parking outside No. 55 Charles Street.
- (h) **Notes** the "P15" parking restrictions within the extent of angle parking outside No. 55 Charles Street is currently within the Schedule of Parking Restrictions, and will remain as "P15"
- (i) **Notes** that the "P15" parking restriction for a mobility parking space may be considered unreasonable, due to the additional time mobility impaired people may require to carry out their business. Therefore, staff recommend a "P120" restriction for this parking space instead.
- (j) **Notes** that staff will update the Schedule of Parking Restrictions upon completion of the works.

- (k) **Notes** that the relocation / extension of the NZ Post vehicle entrance encroaches into the existing mobility park, and the relocation of this park results in the loss of one car-parking space as a result.

CARRIED

N Atkinson felt it was great to see this project moving forward.

S Stewart also supported the motion in its entirety.

6.2 **Consideration of request for Temporary Closure of Williams Street for Kaiapoi Anzac Dawn Service – S Maxwell (Roading Compliance Officer) and J McBride (Roading and Transportation Manager)**

C Brown stated the Board had the option to support the request to close Williams Street during the ANZAC Day Dawn Service. Issues had been raised in the past due to the noise created by mainly large trucks and buses travelling past during the service. This was not a safety issue. The sound system had also come under criticism in the past and appropriate budget was allocated to improve the sound quality.

Following a question from J Watson, C Brown clarified that the intention was that Raven Quay would still be closed for ANZAC Day due to road works.

T Bartle asked if this was due to the request of one person as closing the street would result in a major disruption. C Brown explained he was unsure how many people had complained.

N Atkinson sought clarity on the length of time the road would be close as from his experience the road could only be closed if it was for a minimum of four hours. C Brown replied there was a process that still had to go through however if the Board was not supportive of the closure, staff would not pursue the matter further.

Moved: A Blackie

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250122009850.
- (b) **Does not Support** the request to close Williams Street, between Hilton Street and Charles Street for the Kaiapoi ANZAC Dawn Service and retains the status quo and requests the bus service to be respectful when using Williams Street during the time between 6.30am and 7.30am in trying to mitigate the noise during the service.

CARRIED

A Blackie stated he had attended the service many times and did not believe the noise was a significant issue. He felt communicating to the bus service would be the best solution.

J Watson agreed with A Blackie's comments and felt with an updated sound system the problem would be mitigated.

6.3 **Norman Kirk Park and Currie Park Play Spaces, Consultation Feedback and Master Plans – Tori Stableford (Landscape Architect)**

T Stableford took the report as read and noted the Waimakariri Access Group had been consulted with and they provided largely positive feedback however requested the rubber matting be extended further throughout the play space as it improved the accessibility. This matter was also raised by the community during public consultation. The Access Group also highlighted the heights of seats and shades over seats should be taken into consideration.

T Stableford also noted targeted consultation had been undertaken with the Kaiapoi Softball Club as they were located next to the proposed Norman Kirk Park play space. The feedback was mainly positive however they noted the bark mulch tended to spread across its fields and would prefer rubber matting to be installed. T Stableford had spoken to the Council's maintenance contractors who, from their experience, found the bark mulch compressed down and only spread around one metre around the play space.

B Cairns asked how many residents were consulted. T Stableford confirmed that within the 500m radius there were around 300 residents.

B Cairns further questioned if this was a priority based on the lack of feedback. T Stableford stated Currie Park was due for renewal meaning the play equipment had to be removed and therefore it was not an option to not have a playground in the area. The proposed location provided more play opportunities with the surrounding sports field. C Brown further noted that the long term needed to be considered and currently many key major sports grounds in the district had play structures located in the area. It was a more efficient way to provide for neighbourhood parks as younger children could be entertained while older children played.

J Watson asked if there was any data on Norman Kirk Park being a place that attracted outside visitors. C Brown stated although there was no specific data there was a large motor caravan park next to the park. There was also provision in the Long Term Plan for a learn to bike park identified also in close proximity to the area which would become a destination for people within the district.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. TRIM 250205018965.
- (b) **Approves** the Norman Kirk Park Play Space Master Plan for implementation (TRIM 250205019239).
- (c) **Approves** the Currie Park Play Space Master Plan for implementation (TRIM 250205019244).
- (d) **Notes** that should there be sufficient remaining project contingency budget, staff will utilise this to decrease the amount of bark safety surface by utilising the more accessible rubber safety surface in the Norman Kirk Play Space. (TRIM 250205019239).
- (e) **Notes** that \$300,000 is allocated to this project in Councils Long Term Plan, to be spent during the 2024 / 25 financial year. The allocation includes \$191,816 from the Play Safety/Surface Equipment and \$108,184 for Non-specified Reserve Enhancements Budget and was approved by Council as part of the Greenspace Capital Work Programme in 2024.

CARRIED

J Watson highlighted this was a growth area and it would be good to attract people from other areas as well as locals.

N Atkinson was supportive of the motion and was satisfied with the location.

6.4 **Applications to the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

K Rabe noted the Outrigger Canoe Club was a new group requiring a large amount of funds. The Club had confirmed it would be buying equipment as and when money was received.

K Rabe further explained there had been concerns raised that the Silverstream Reserve and Down by the Rivers application could be considered payment for service.

Moved: N Atkinson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 241114201554.
- (b) **Approves** a grant of \$500 to the Waimakariri Outrigger Canoe Club towards the purchase of paddles and lifejackets.
- (c) **Approves** a grant of \$500 to Silverstream Reserve and Down by the River for small donations for musicians participating in the event.

CARRIED

N Atkinson stated these were both worthwhile causes. The Silverstream Residents worked hard to promote their community and he believed it was important to support them.

A Blackie was happy to support the motion. He noted he would like to give more funds however was comfortable with \$500.

B Cairns concurred with the comments made noting the Silverstream Reserve Volunteer Group were proposing to run six events in 2025.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 **Chairperson's Report for November 2024 to January 2025**

- It was good to see Waitangi Day celebrations continuing in Kaiapoi and being successful.
- Garden competition prize giving was held recently, and it had been a very enjoyable event.
- Attended elderly housing project, which sounded exiting with forward thinking and would be good for Kaiapoi.
- Art on the Quay had its 10 year anniversary show. They held 97 exhibitions over the last 10 years.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 7 November 2024.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 11 November 2024.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 13 November 2024.
- 9.4 Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 30 June 2024 – Report to Audit and Risk Committee Meeting 12 November 2024 – Circulates to all Boards
- 9.5 Amended Rooding Capital Works Programme for Approval – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.6 July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.7 Eastern District Sewer Scheme and Oxford Sewer Scheme Annual Compliance Reports 2023/24 – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards
- 9.8 Water Quality and Compliance Annual Report 2023/24 – Report to Utilities and Rooding Committee Meeting 19 November 2024 – Circulates to all Boards.
- 9.9 Arohatia te Awa Programme of Works – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.10 Fee Waiver Grants Scheme Update – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.11 Aquatics November Report – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.12 Community Team Year in Review Report 2023/24 – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.13 Libraries Update from 5 September to 14 November 2024 – Report to Community and Recreation Committee Meeting 26 November 2024 – Circulates to all Boards
- 9.14 Oxford-Ohoka Community Board Meeting Minutes 4 December 2024.
- 9.15 Woodend-Sefton Community Board Meeting Minutes 3 December 2024.
- 9.16 Rangiora-Ashley Community Board Meeting Minutes 11 December 2024.
- 9.17 Woodend-Sefton Community Board Meeting Minutes 12 December 2024.
- 9.18 Parking Bylaw 2019 Section 155 Review Assessment – Report to Council Meeting 3 December 2024 – Circulates to all Boards
- 9.19 Adoption of Road Reserve Management Policy with Revisions - Report to Council Meeting 3 December 2024 - Circulates to all Boards
- 9.20 Health, Safety and Wellbeing Report November 2024 – Report to Council Meeting 3 December 2024 – Circulates to all Boards

- 9.21 Annual Report and audited accounts for Enterprise North Canterbury for the year ended 30 June 2024 and Promotion of Waimakariri District Business Plan Report to June 2024 – Report to Audit and Risk Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.22 School Cycle Skills Education Programme “Cycle Sense” – Report to Utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.23 Herbicide Update and Usage by Council and Contractors in 2023/24 – Report to utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.24 Rangiora Stormwater Annual Report 2023/24 and Monitoring Programme Report 2023/24 – Report to Utilities and Roding Committee Meeting 10 December 2024 – Circulates to all Boards
- 9.25 Approval to Enter into Agreement with Auto Stewardship New Zealand for Removal of Tyres Under the Tyrewise Product Stewardship Scheme – Report to Management Team Operations Meeting – Circulates to all Boards

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.25.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson:

- Annual Plan would be out for consultation shortly. Local Water Done Well needed to be firmed up between three territorial authorities before going out for consultation.

A Blackie:

- Representing the Council at various events.
- Sorting through various issues at Te Kohaka o Tuhaitara Trust.

T Bartle:

- Attended the briefing on housing options for red zone areas in Kaiapoi.
- Emergency Hub opening for Kaiapoi North School. Was held at school pick up time which worked very well.
- Attended Waitangi Day celebration. Was very impressed by one of the speakers.
- North Canterbury Neighbourhood Support meeting held in Hurunui.
- Gave a presentation at Kaiapoi High School for international students. It was their first day in the country.

T Blair:

- Attended Darnley Club meeting. The van driver was retiring however they had someone else lined up to take over.

B Cairns:

- Attended NZRT12 recruitment night in Rangiora.
- Attended meeting with Youth Action Advisory Group who were looking to set up a Youth Action Plan.
- Kaiapoi North School Emergency Hub opening.
- Attended Garden Competition. It was thrilling to see the images of the gardens.
- Attended Waimakariri Access Group meeting.
- Kaiapoi Museum would be updating their displays.

S Stewart:

- Greypower meeting, the ongoing concern was the Rangiora Health Hub.
- Kaiapoi Promotions Association had its first meeting of year. They were undertaking an internal strategic review. They wanted clarity on the Council's review of funding going to promotions associations.
- Attended Waimakariri Water Zone Committee meeting. Last meeting would be held in May.
- Biodiversity Trust – environmental forum being held at Mainpower stadium in March 2025.

R Keetley:

- Biodiversity Trust were working towards their strategic plan.

11 CONSULTATION PROJECTS**11.1 Libraries Survey 2024-25**

<https://letstalk.waimakariri.govt.nz/libraries-survey-2024-25>

11.2 State Highway Speed Management – Speed Reversals and Consultation Transitional Changes in 2024-25

Consultation closes 13 March 2025.

<https://www.nzta.govt.nz/safety/driving-safely/speed/state-highway-speed-management/speed-reversals-and-consultation-transitional-changes-in-2024-25/canterbury/>

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

Balance as at 31 January 2025: \$4,201.

12.2 General Landscaping Budget

Balance as at 31 January 2025: \$45,650.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

Moved: J Watson

Seconded: A Blackie

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

16.1 Notes of the Kaiapoi-Tuahiwi Community Board Briefing on Cam River – 18 November 2024

16.2 Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 27 January 2025

16.3 EV Charger Upgrade in the Ruataniwha Kaiapoi Service Centre Carpark

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-
16.1	Notes of the Kaiapoi-Tuahiwi Community Board Briefing on Cam River – 18 November 2024	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 as per LGOIMA Section 7 (2)(h).
16.1	Notes of the Kaiapoi-Tuahiwi Community Board Briefing – 27 January 2025	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 as per LGOIMA Section 7 (2)(h).
16.2	EV Charger Upgrade in the Ruataniwha Kaiapoi Service Centre Carpark	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 4.58pm and concluded at 5.46pm.

Resolution to resume in Open Meeting

Moved: J Watson

Seconded: A Blackie

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

CARRIED

OPEN MEETING

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 17 March 2025 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.46PM

CONFIRMED

Chairperson

Date

Workshop (5.46-5.52pm)

- *Members Forum*
 - *Submission on Speed Limit Proposed Changes*

Briefing (4.58pm-5.28)

- *Environment Canterbury Update – Fred Brooks (Northern Area Engineer)
15 minutes*

NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 17 FEBRUARY 2025 AT 4.46PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), J McBride (Roothing and Transport Manager), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).


There were members of the public present.

1. MEMBERS FORUM

Submission on Speed Limit Proposed Changes:

- NZTA had said they would raise the speed limits unless there were submissions against the proposal. No accident data or research was completed when considering reinstating the 100km/h the speed limit
- The section of road proposed to change was between Pine Acres and Woodend.
- This was a high crash area.
- It was agreed to support the Woodend-Sefton Community Boards submission after it being circulated to the Board.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 5.52PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-115 / 241220227289**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 17th March 2025**AUTHOR(S):** Kieran Straw – Civil Projects Team Leader
Joanne McBride – Roading and Transportation Manager**SUBJECT:** Consideration of Options for Progressing the Kaiapoi to Woodend Walking and Cycling Connection (Better-Off Funding)**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report provides an update on the Kaiapoi to Woodend Cycleway, previously approved through the Transport Choices Programme of walking and cycling facilities (utilising Better off Funding), and seeks approval to proceed with a reduced scope option.
- 1.2. The reduced scope of the proposed Kaiapoi to Woodend Cycleway would allow for construction of the cycleway within the Kaiapoi urban area, between Smith Street and Pineacres intersection, as this section of the overall cycleway can be constructed without being impacted by the proposed construction of the Belfast to Pegasus Motorway extension (RoNS Project).
- 1.3. For the section of cycleway between Smith Street and Pineacres, the level of service is proposed to be reduced from what was previously approved by Council, with the revised proposal including provision for a neighbourhood greenway on Old North Road, rather than an off-road shared path. This would not preclude an off-road path being built in the future, should future funding become available.
- 1.4. The Better-Off Funding budget that was allocated to this cycleway project must be used for either its original stated intent (this walking & cycling connection), or the funding may be reallocated to a 3 Waters project. Funding may not be reallocated to any other project.
- 1.5. As part of the RoNS Belfast to Pegasus Project, consideration is being given to walking and cycling connections where the new Woodend Bypass will meet the local roads (including Pineacres / Williams Street). This is to be included within the design.
- 1.6. When the Woodend Bypass is operational and Main North Road is handed over to Council as part of the revocation process, there will be an opportunity to consider the further extension of a connection from Pine Acres to Woodend.

Attachments:

- i. Smith Street to Pineacres – Recommended Plan of Works (Trim No. 250218025772)
- ii. Smith Street to Pineacres – Previously approved Plan of Works (Trim No. 250304035141)

2. **RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 241220227289.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council

- (b) **Approves** the expenditure of the existing Better-Off budget to the construction of the amended design (Option Two) within this report for the cycleway between Smith Street, and Lees Road, and for a footpath from Lees Road to Pineacres if budget allows, at an estimated cost of \$962,100, to be funded from the Kaiapoi to Woodend Cycleway budget (PJ102289) which has an available budget of \$965,090.
- (c) **Approves** the amended Plan of Works (Trim no. 241220227289) including the installation of seven additional “watts profile” speed humps in Old North Road, to ensure a low-speed environment suitable for a Neighbourhood Greenway.
- (d) **Notes** that the recommendations included within this report removes the off-road shared path on Old North Road, and instead provides provision for a Neighbourhood Greenway only.
- (e) **Notes** that the low-speed environment for the “Neighbourhood Greenway” will be reinforced with additional shared space signage, and associated line marking (including green slurry).
- (f) **Notes** that the recommendations also include a provisional item for a footpath connection from Lees Road to Pineacres, to be installed if budgets allow.
- (g) **Notes** that the completion of the facilities between Smith Street and Pineacres Intersection will provide the first stage to any future connection through to Woodend following the completion of the Belfast to Pegasus Motorway Extension.
- (h) **Notes** that design components of Smith Street to Pineacres have previously been approved by Council through the Transport Choices Programme.
- (i) **Notes** that the Better Off Funding was sought specifically for the purpose of delivering the Kaiapoi to Woodend Cycleway, and that this budget is required to be spent by 30 June 2027.
- (j) **Notes** that should the recommendations in this report not be supported, then staff would take a further report to Council requesting the relocation of funding to a 3 Waters Project.

3. **BACKGROUND**

- 3.1. The Waimakariri District Council have developed a Walking & Cycling Network Plan which outlines a strategy (subject to funding) to improving walking & cycling connections within the district. The purpose is to deliver safe and accessible facilities, which provide people with choice around transport modes and how they choose to travel.
- 3.2. The Better-Off Funding package consists of several projects worth a total of \$5.54M.
- 3.3. One of these projects was “Project 1 – Woodend to Kaiapoi Cycleway”. The Better-Off funding was to be utilised as the Council Share of this project, with the remainder being co-funded by NZ Transport Agency through it’s now cancelled “Transport Choices Programme”.

- 3.4. In October 2023 the previous government announced that the Transport Choices Programme was on hold until the new government was in place. The new government subsequently withdrew all Transport Choices funding for projects that had not yet been approved by NZ Transport Agency.
- 3.5. At the same time, the new government announced that the Woodend Bypass project would be “fast-tracked” as a Road of National Significance (RoNS).
- 3.6. In March 2024 staff held a workshop with Council which was to provide an update to Council on the Draft Policy Statement for Land Transport, and to seek feedback on the funding for the previously approved walking and cycling projects that were included within the Transport Choices funding stream.
- 3.7. As a result of this, the Woodend to Kaiapoi Cycleway was put on hold. However, the local Council portion of the funding (the Better-Off Funding) budget remains, and a decision is required on whether to progress this project or allocate the funding elsewhere.
- 3.8. Staff have confirmed with the Department of Internal Affairs that the Better-Off funding allocated to this project must be used either for the originally intended cycleway project or reallocated to a 3 Waters project.
- 3.9. Consideration has been given to the options available to reduce the scope of works within the area between Kaiapoi Town Centre and Pineacres from what was previously approved by Council. This includes reverting to a neighbourhood greenway on Old North Road, rather than an off-road shared path.
- 3.10. Options for traffic calming on Main North Road have been considered and “watts profile” speed humps are considered to be the most appropriate as they are effective at controlling speed and cost effective.
- 3.11. Speed and antisocial driver behaviour was previously noted as a concern from residents along Old North Road during the early drop-in sessions. Watts profile speed humps were generally supported by residents who attended the drop in sessions.

4. **ISSUES AND OPTIONS**

- 4.1. The Council has a number of options in terms of utilising the existing funding.
- 4.2. Option One: Do no further works on the cycleway and reallocate Better-Off Funding to a 3-Waters Project.

This option would result in no further work being undertaken on the Kaiapoi to Woodend Cycleway and a reallocation of the budget to a 3 Waters project(s).

At this stage, no works have been completed by staff to determine which 3 waters project could benefit from this funding. This would require a further report to Council for decision should this option be preferred.

Better-Off funding is required to be spent by 30 June 2027.

Constructing this portion of the cycleway is beneficial for Kaiapoi residents and will still be required in the future when a connection to Woodend is completed following the completion of the Belfast to Pegasus Motorway extension. As such this is not the recommended option.

4.3. Option Two: Proceed with expenditure of Better Off Funding, on a cycleway between Smith Street and Lees Road that is scoped to be carried out within the existing budget (reduced scope)

This option seeks to utilise the existing “Better Off” funding to construct as much of the previously approved cycleway between Kaiapoi and Woodend as funding allows.

This option recognises that aspects of the previously approved cycleway will need to be altered or removed in order to carry out this work within the existing budget. Therefore this option is to proceed with all works as previously approved within Report No. 230830134485 between Smith Street and Pineacres Restaurant & Bar with the following exceptions:

- Old North Road is proposed to be a “Neighbourhood Greenway” between Dale Street, and No. 110 Old North Road, rather than the off road shared path previously approved.
- The path north of Lees Road to Pineacres is to be a 1.8m footpath only and is to be included as a “Provisional Item” to be constructed if budget allows.

In order to ensure a safe “Neighbourhood Greenway”, seven additional speed humps over and above the previously approved design will be required. Speed humps are proposed to be installed at 80-90m spacing’s along the length of Old North Road. Note that with this option, the off-road cycleway will be constructed around the curves at the northern end of Old North Road

This is the recommended option as it provides the basis for the future connection to Woodend utilising the existing budget available, which does not have a rating impact for the district. This portion of the route is not impacted by the proposed construction of the Woodend Bypass and can be constructed independently of the rest of the route to Woodend.

4.4. Option Three: Proceed with expenditure of Better Off Funding, and Annual Budget (Local Share only) on cycleway between Smith Street and Lees Road (full scope as previously approved)

This option seeks to utilise the existing “Better Off” funding, in addition to the local share of budget within the Annual Plan to construct the full scope of the previously approved cycleway between Smith Street and Pineacres.

This option would provide a separated cycleway along the full length of Old North Rd, and from Lees Rd to Pineacres.

The cost estimate for this option is \$1,372,000 and would require budget to be brought forward as this was previously moved out in the Annual Plan.

This is not the recommended option as it will have a minor rating impact, and previous feedback from Council indicated a reluctance to proceed with any cycleway project without NZTA co-funding.

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

The provision of a cycle connection between Kaiapoi and Woodend has been the subject of multiple requests over the years and was well supported during all consultation processes completed to date. Although the recommendations of this report do not address this network deficiency, they will assist with cycling within Kaiapoi township, and this project will provide a future key link to any future cycling facility to Woodend.

- 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.

Extensive consultation regarding the alignment has been carried out as part of the previously completed design phase. This also includes a Cultural Statement for the Kaiapoi to Woodend Archaeological Authority which has been completed regarding this project.

Upon approval of this report, all stakeholders, including Te Ngāi Tūāhuriri will be provided with a project update.

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.

Many impacted stakeholders were identified across all projects during the development of the Transport Choices programme. These stakeholders have been informed of the current status of the projects.

Should this report be approved, all stakeholders identified for this project will receive a project update notice, advising them of the proposed works. Note that when approached originally, the majority of residents were happy with the Neighbourhood green design, as it would encourage lower speeds. Note also that despite strong opposition to a Neighbourhood Greenway in Peraki Street, informal feedback suggests that the majority of residents are not unhappy with the final result.

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.

Feedback from the wider community was reported on during the consultation of the Walking and Cycling Network Plan, in which 82% favoured an increase in investment from Council towards constructing walking and cycling infrastructure.

Utilising the available budget will provide a portion of this key link, in anticipation of extending the cycleway through to Woodend in the future, once the current State Highway is handed over to Council ownership upon completion of the Woodend Bypass.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

There is currently budget of \$965,090 within PJ 102156.000.5135 for the development of the Kaiapoi to Woodend Cycleway. This budget is the “Better-Off” component of the funding towards this project and is remaining following the withdrawal of the Transport Choices funding.

Description	Budget	Totals
Woodend to Kaiapoi (better-off Funding)	\$965,090	\$965,090
Spend to date		\$1,936
Available Budget		\$963,154

Therefore, there is available budget to be able to undertake this project with a reduced scope.

6.2. Sustainability and Climate Change Impacts

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

Creating a safe and accessible walking and cycling network, which comes with improving infrastructure, increases the uptake of these activities for both recreational and commuter users. This results in a subsequent decrease in the number of people using single occupancy vehicles, particularly for shorter trips. This comes with many benefits, including health and the reduction of greenhouse gas emissions.

6.3 Risk Management

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

Constructing cycle facilities to the northern end of Kaiapoi may renew calls from the public to provide a safe walking and cycling connection to Woodend utilising the existing unformed road corridor as an interim measure until the Woodend Bypass is completed. To help mitigate this risk, the shared path will stop at Lees Road, and a footpath constructed between Lees Road, and Pineacres Restaurant.

The recommended option provides for pedestrians and cyclists sharing the existing road carriageway on Old North Road. There is an “S” bend at the northern end of the site with limited visibility. Vehicle speeds will be mitigated with speed humps, however there is still a risk remaining that there could be conflicts between motorists and pedestrians / cyclists at this location. As such, the shared user path will commence prior to the “S” bend to ensure cyclists and pedestrians are not sharing the road at this location with poor inter-visibility. It should also be noted that past projects to construct a Neighbourhood Greenway have resulted in positive feedback from residents, despite strong opposition initially. Peraki Street is a good example of this.

The significant scaling back of the implementation of the Walking & Cycling Network Plan may be perceived as failure to deliver the promises of the Walking and Cycling Strategy that has previously been adopted by Council.

6.4 Health and Safety

There are 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 2002 and the Land Transport Act are relevant in this matter.

7.3. Consistency with Community Outcomes

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

Cultural

...where our people are enabled to thrive and give creative expression to their identity and heritage...

- *Public spaces express our cultural identities and help to foster an inclusive society.*
- *The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.*

Social

A place where everyone can have a sense of belonging...

- *Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.*
- *Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.*
- *Our community has equitable access to the essential infrastructure and services required to support community wellbeing.*

Environmental

...that values and restores our environment...

- *People are supported to participate in improving the health and sustainability of our environment.*
- *Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.*
- *Our district transitions towards a reduced carbon and waste district.*
- *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

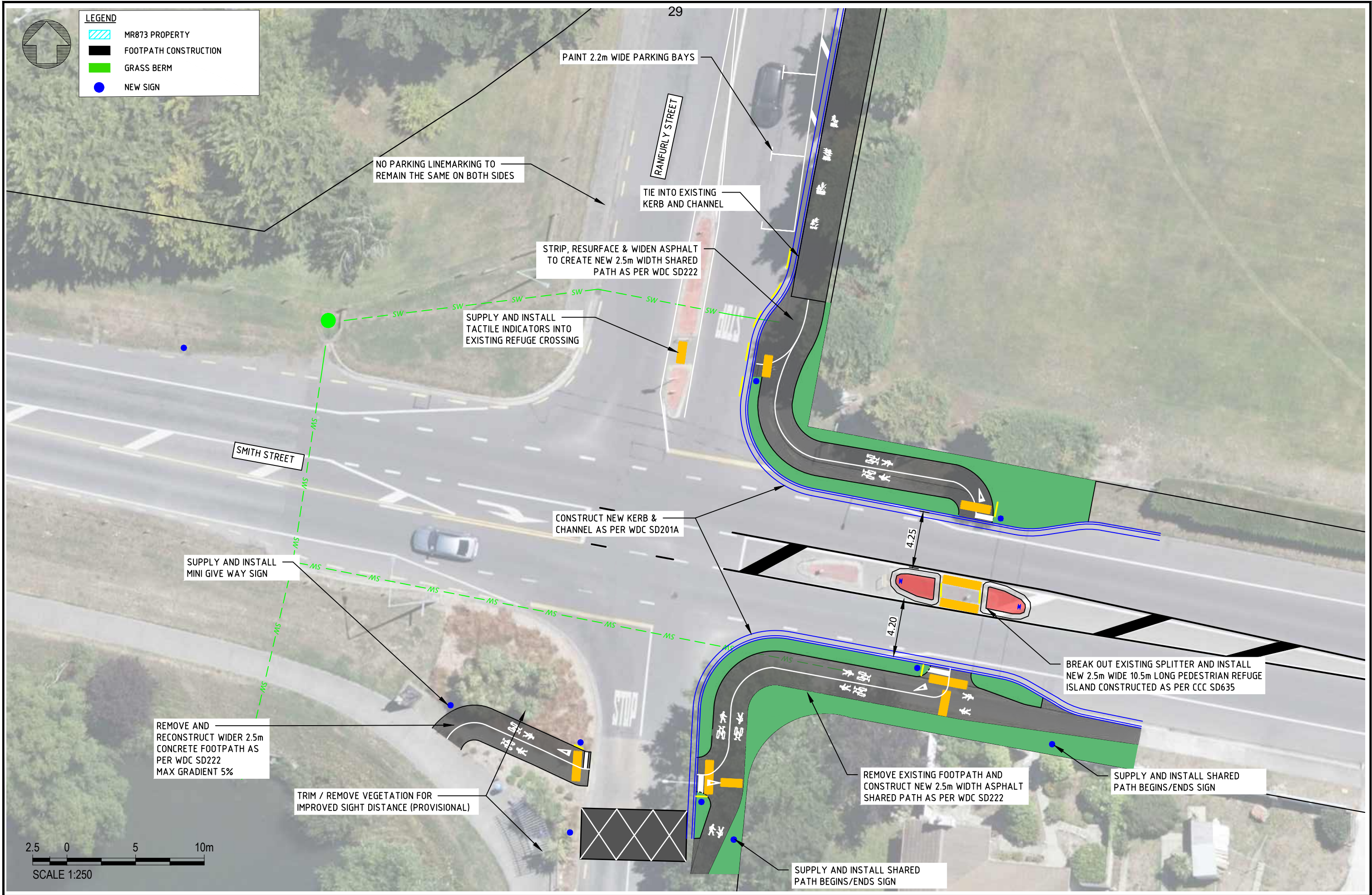
...and is supported by a resilient and innovative economy.

- *Infrastructure and services are sustainable, resilient, and affordable.*

7.4. Authorising Delegations

The Kaiapoi-Tuahiwi Community Board had delegation to maintaining an overview of services provided by the Council such as road works, water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, and traffic management projects within the community.

The Council has the authority to accept this report and approve the recommendations.



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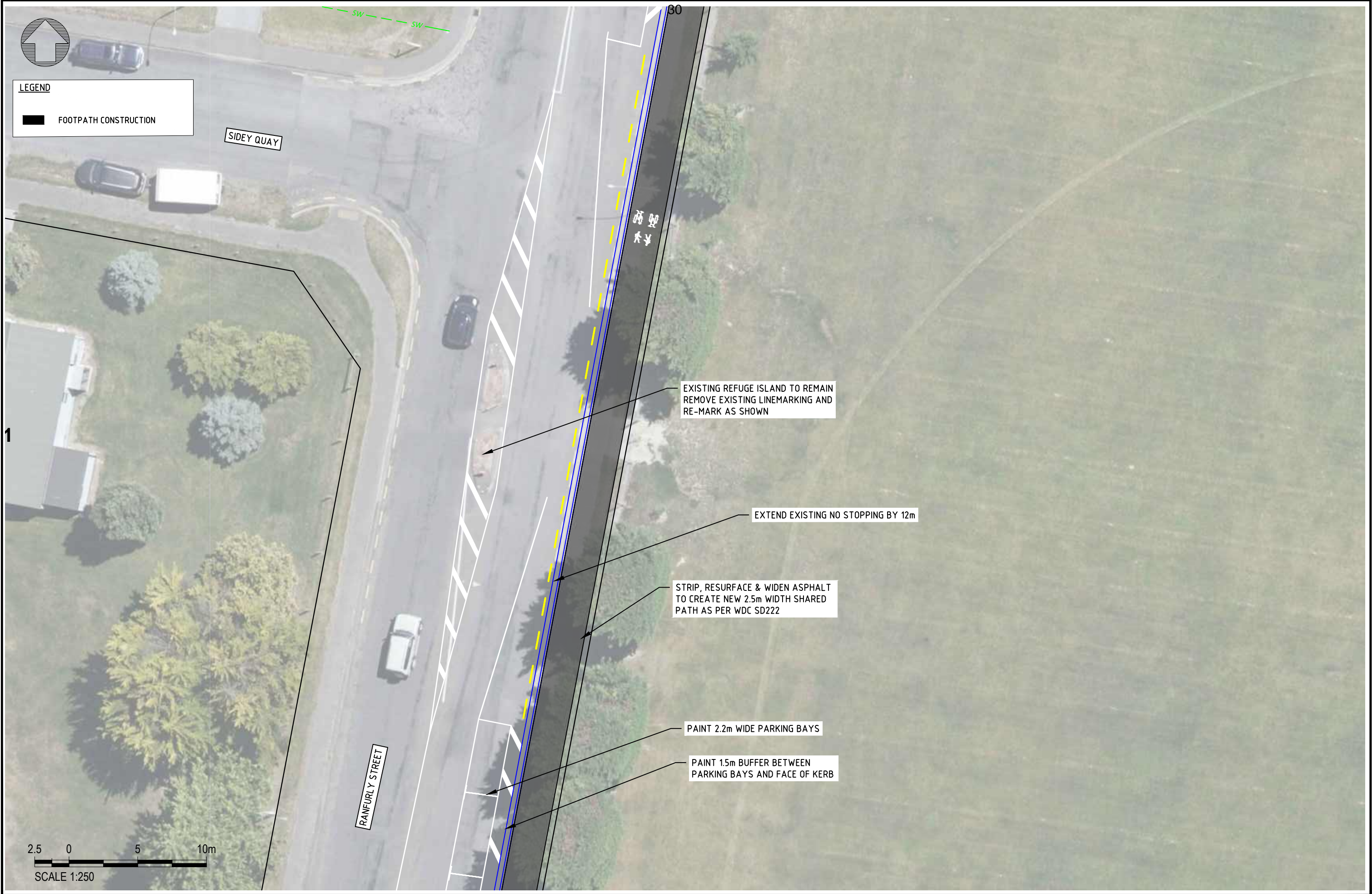
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SMITH STREET INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
01	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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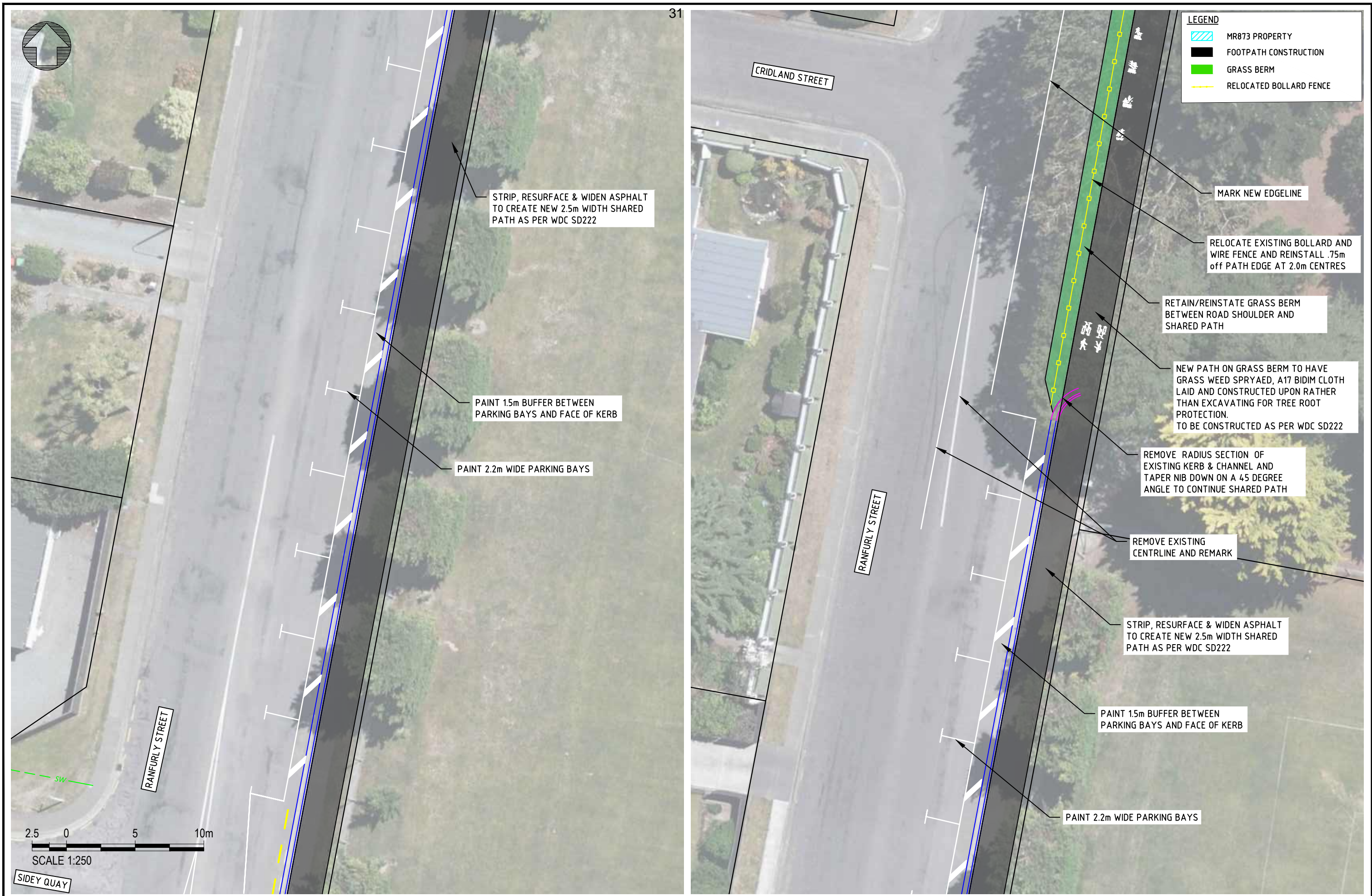
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SIDEY QUAY INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	02
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

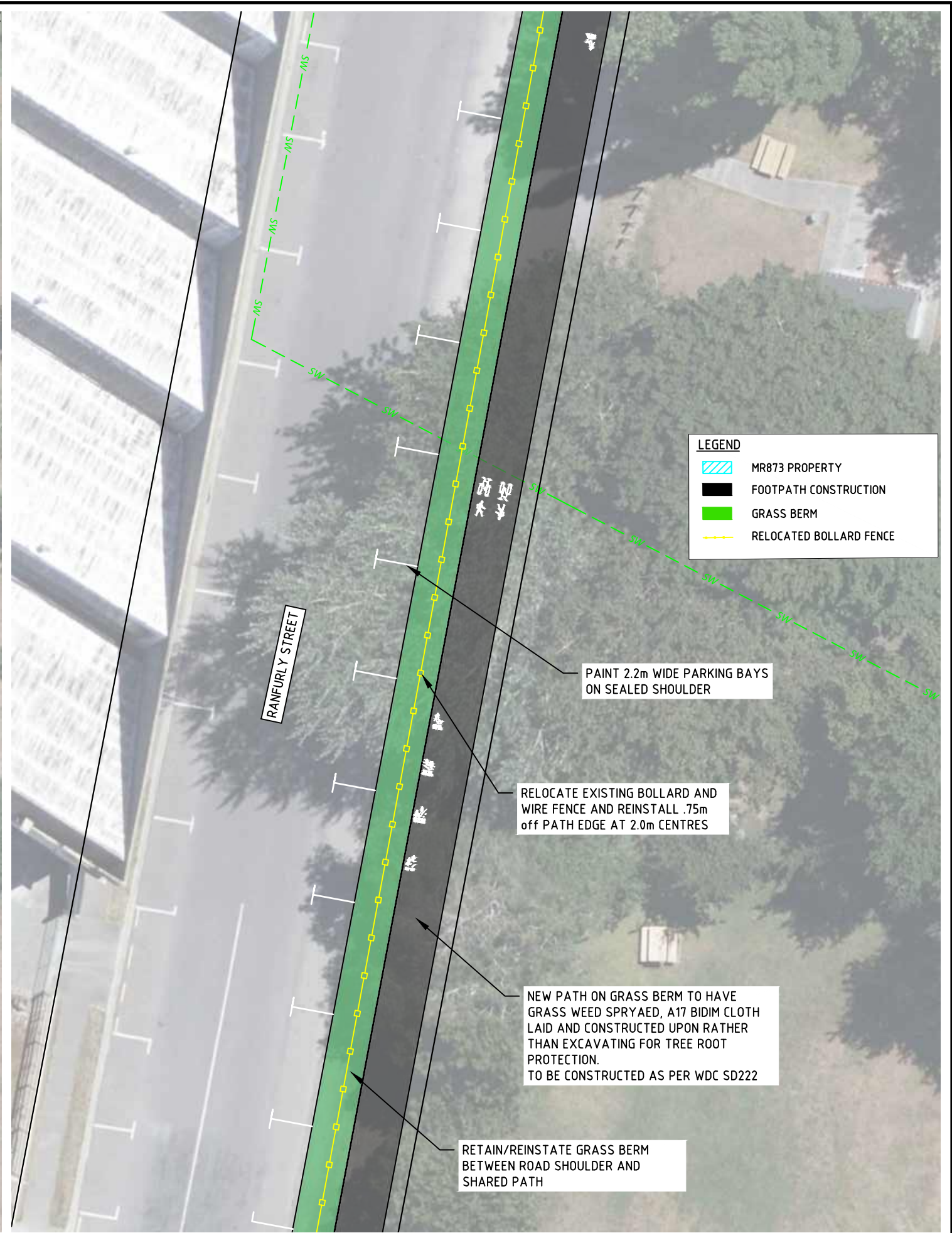
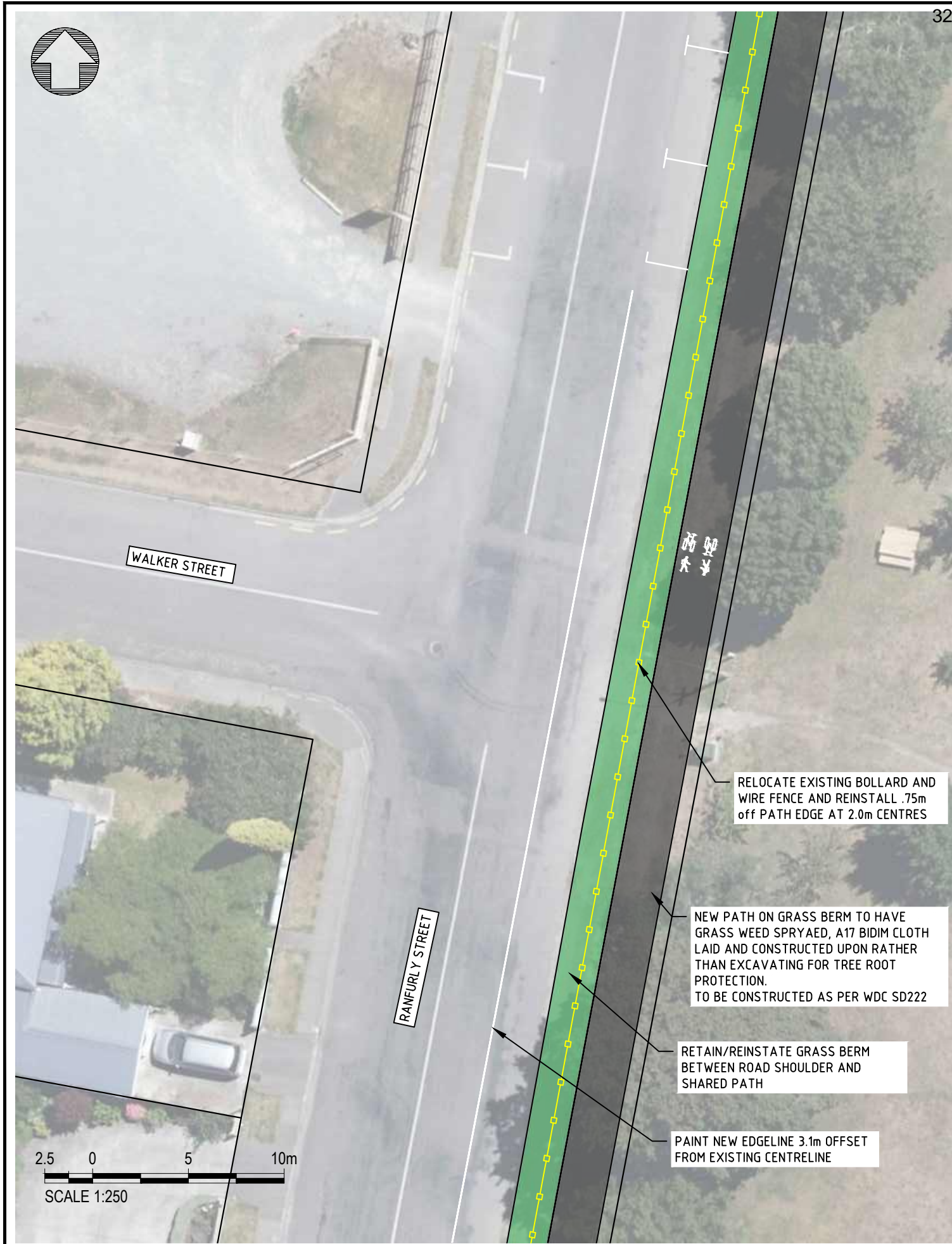
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DRAWN	GK	26/01/2023	CON No	---
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
03	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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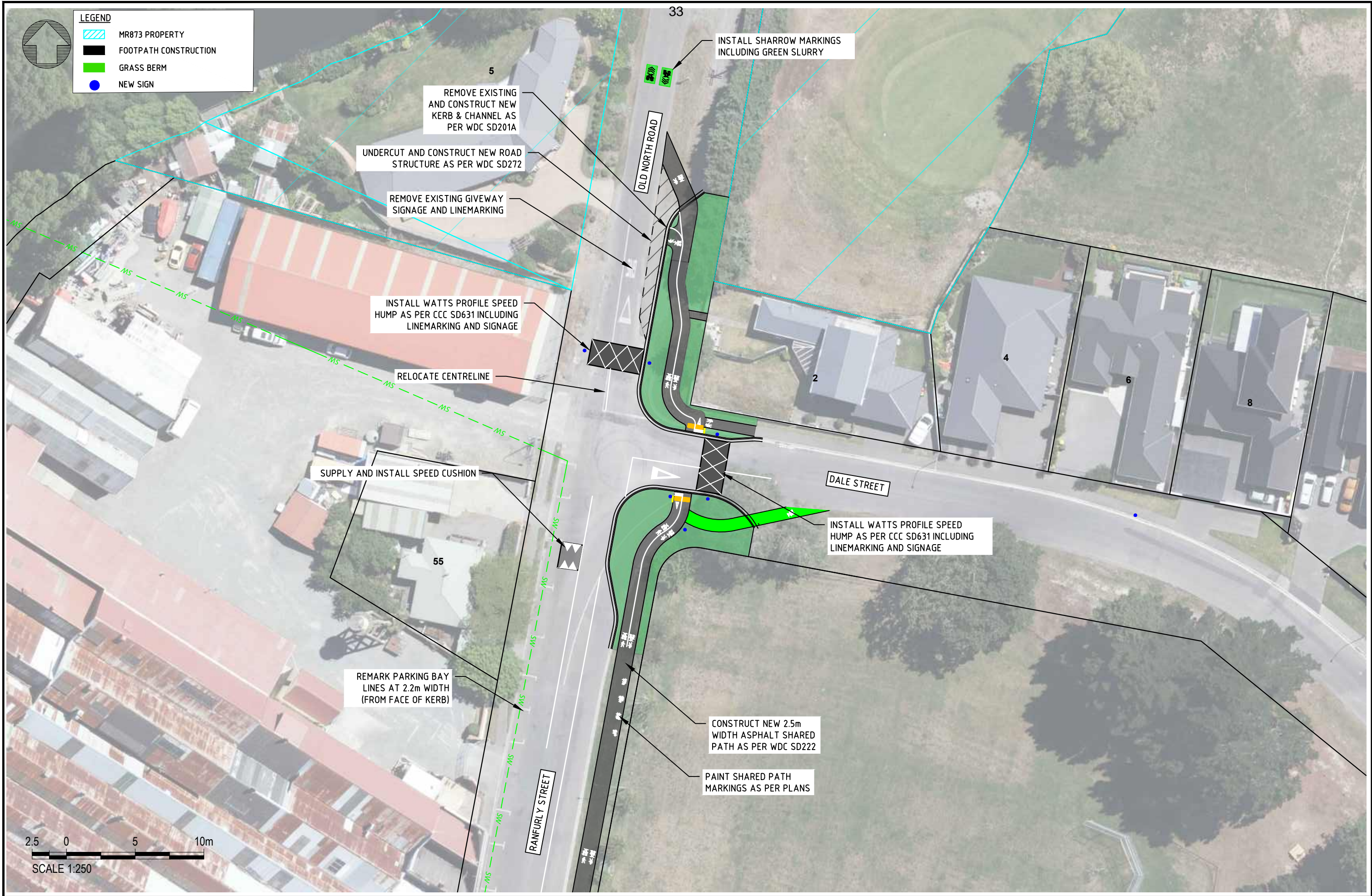
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	04
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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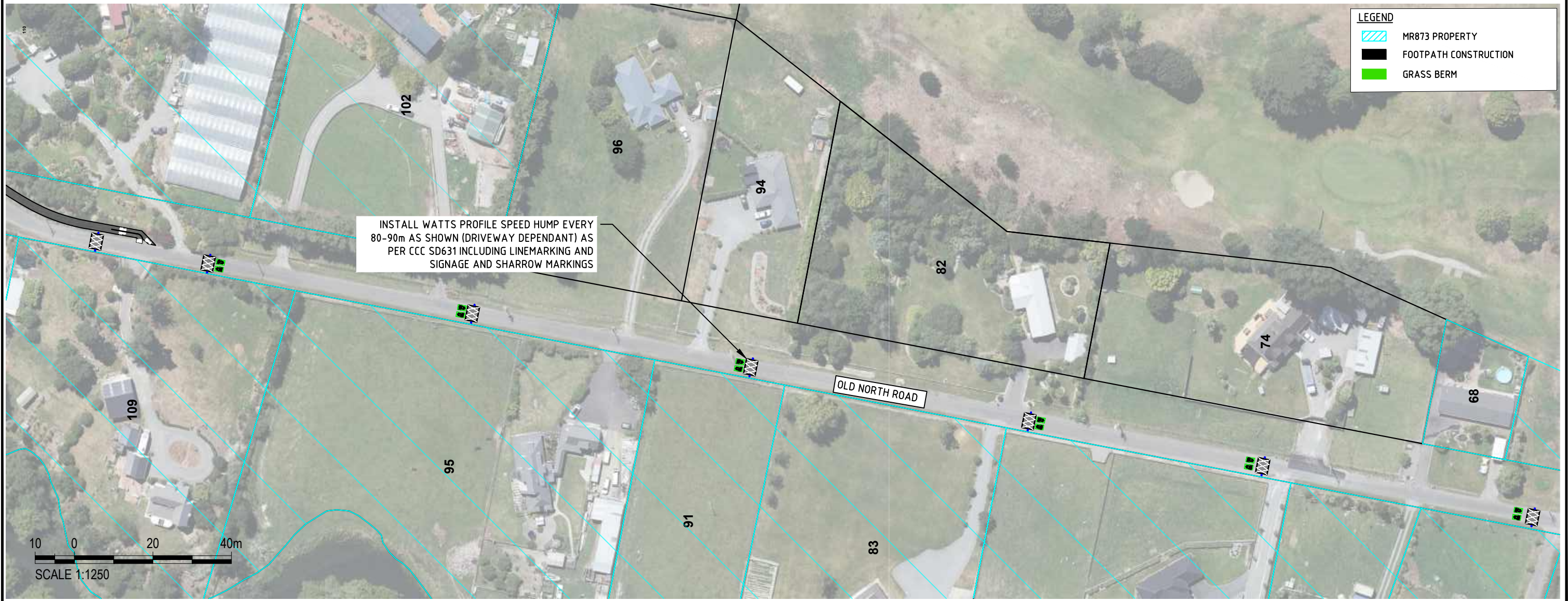
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET DALE STREET
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	05
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

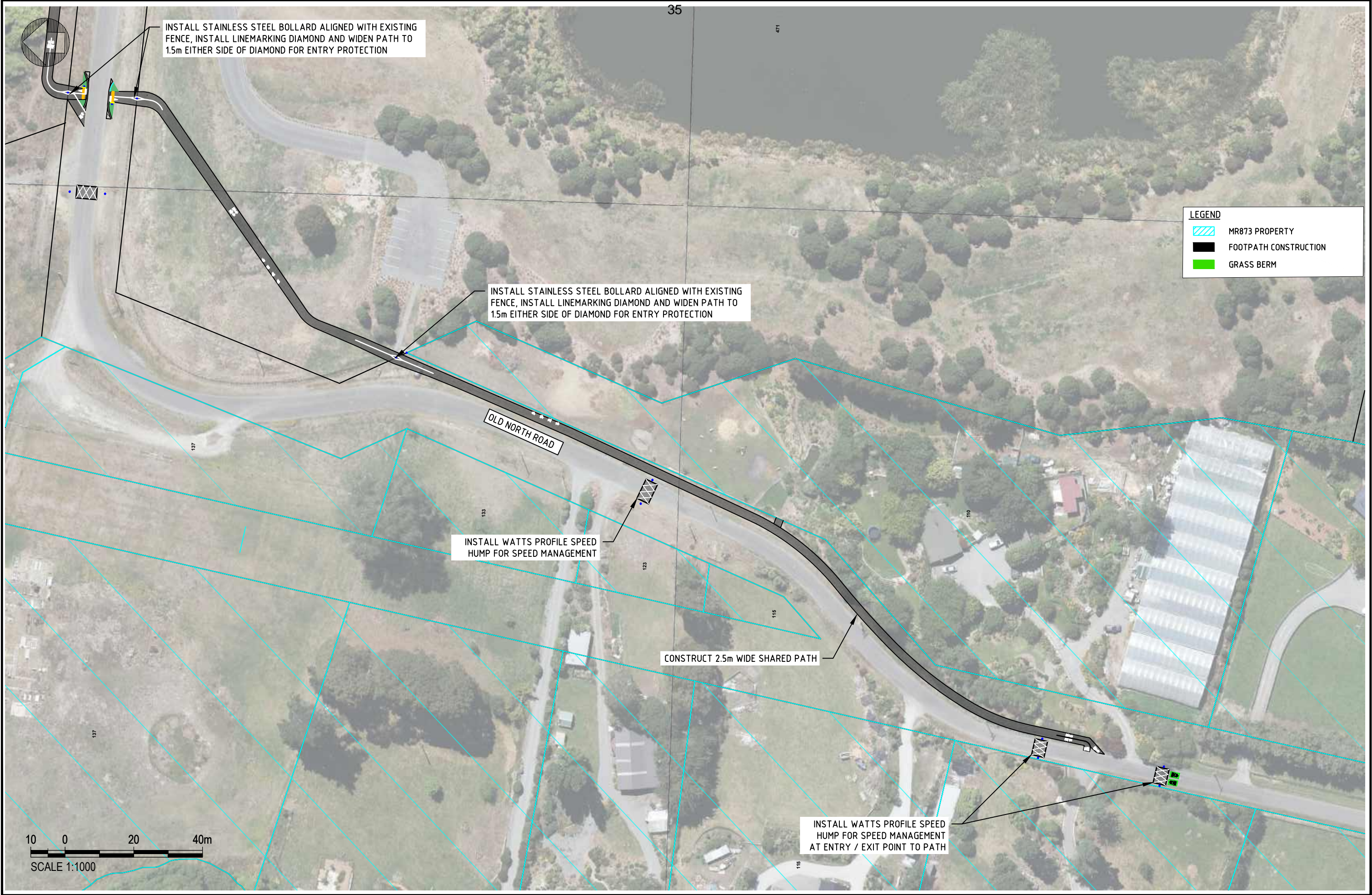
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DRAWN	GK	26/01/2023	CON No	---
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DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
06	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

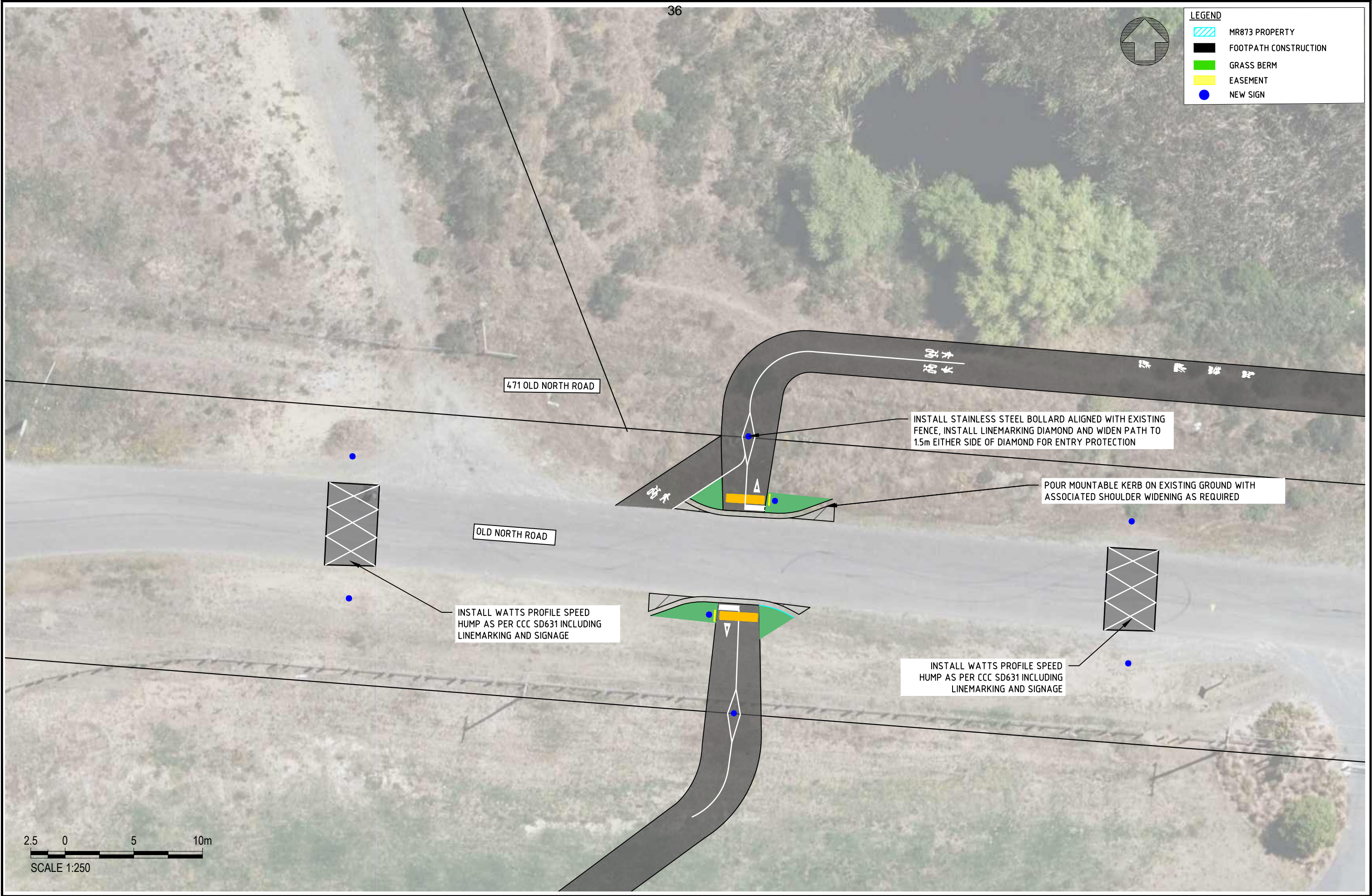
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DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	07
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

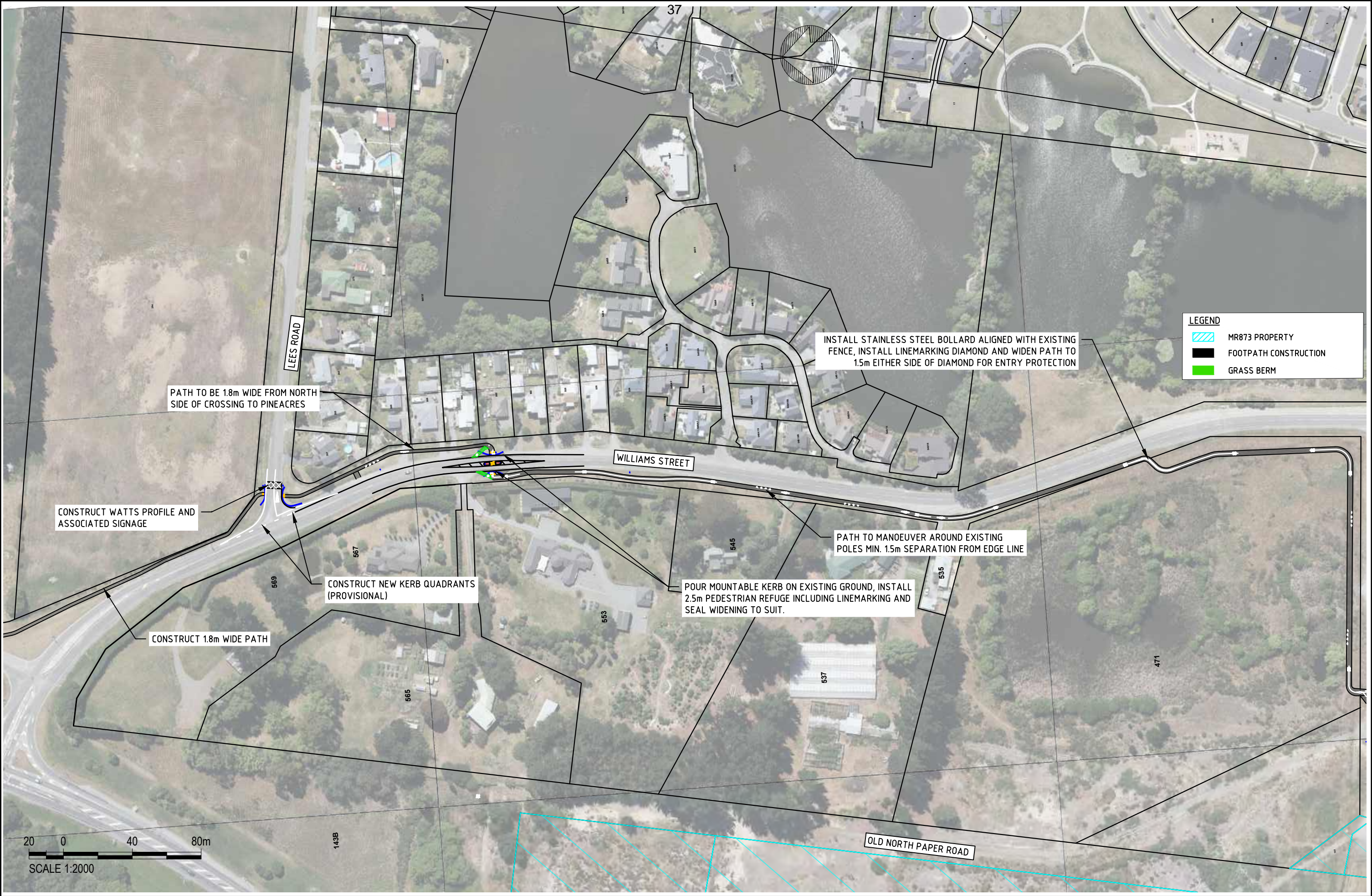
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DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD INTO KAIAPOI LAKES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
08	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	GK	KS	JM	26/01/2023

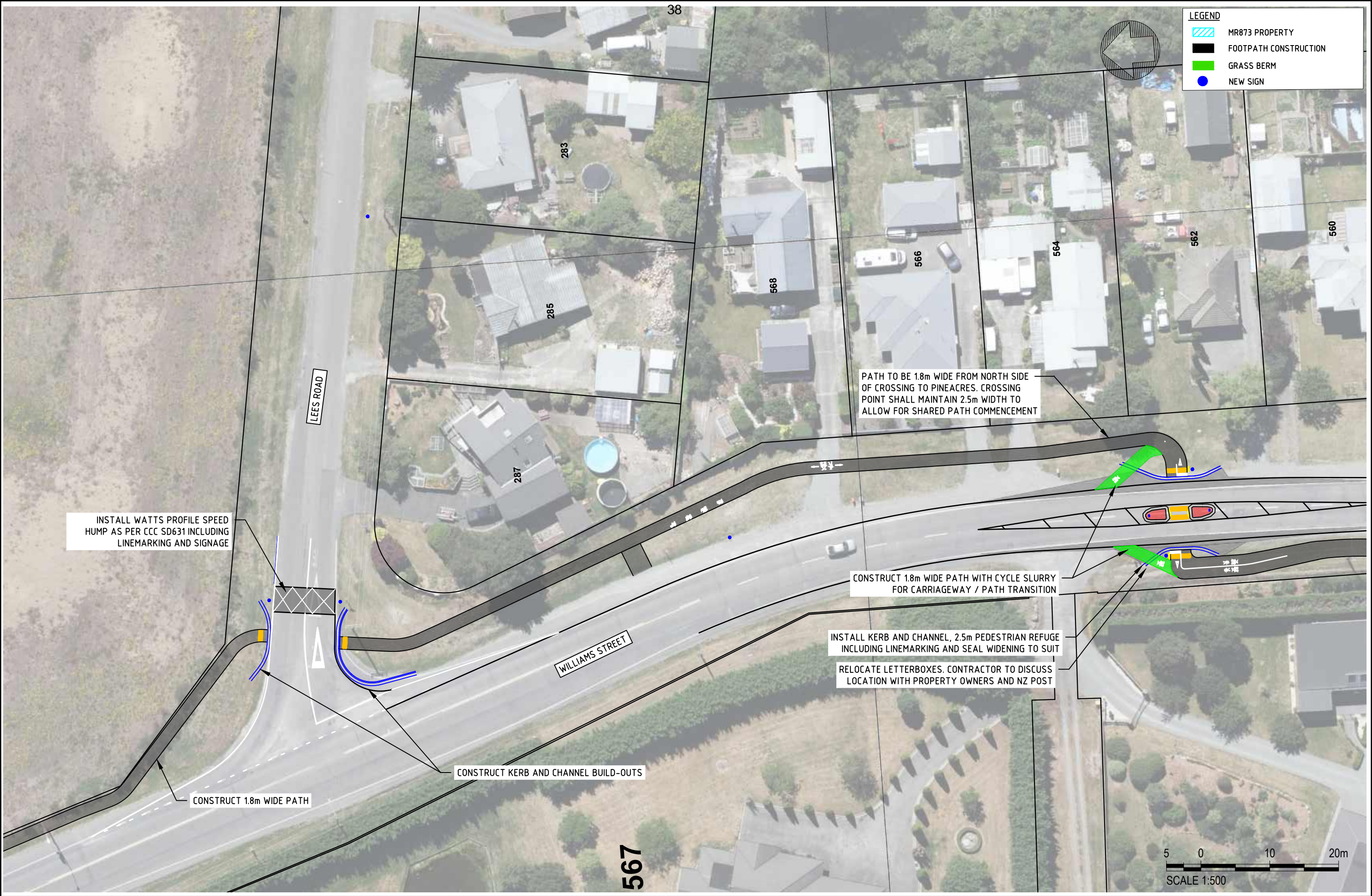
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
09	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:500
DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES CROSSINGS
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
10	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

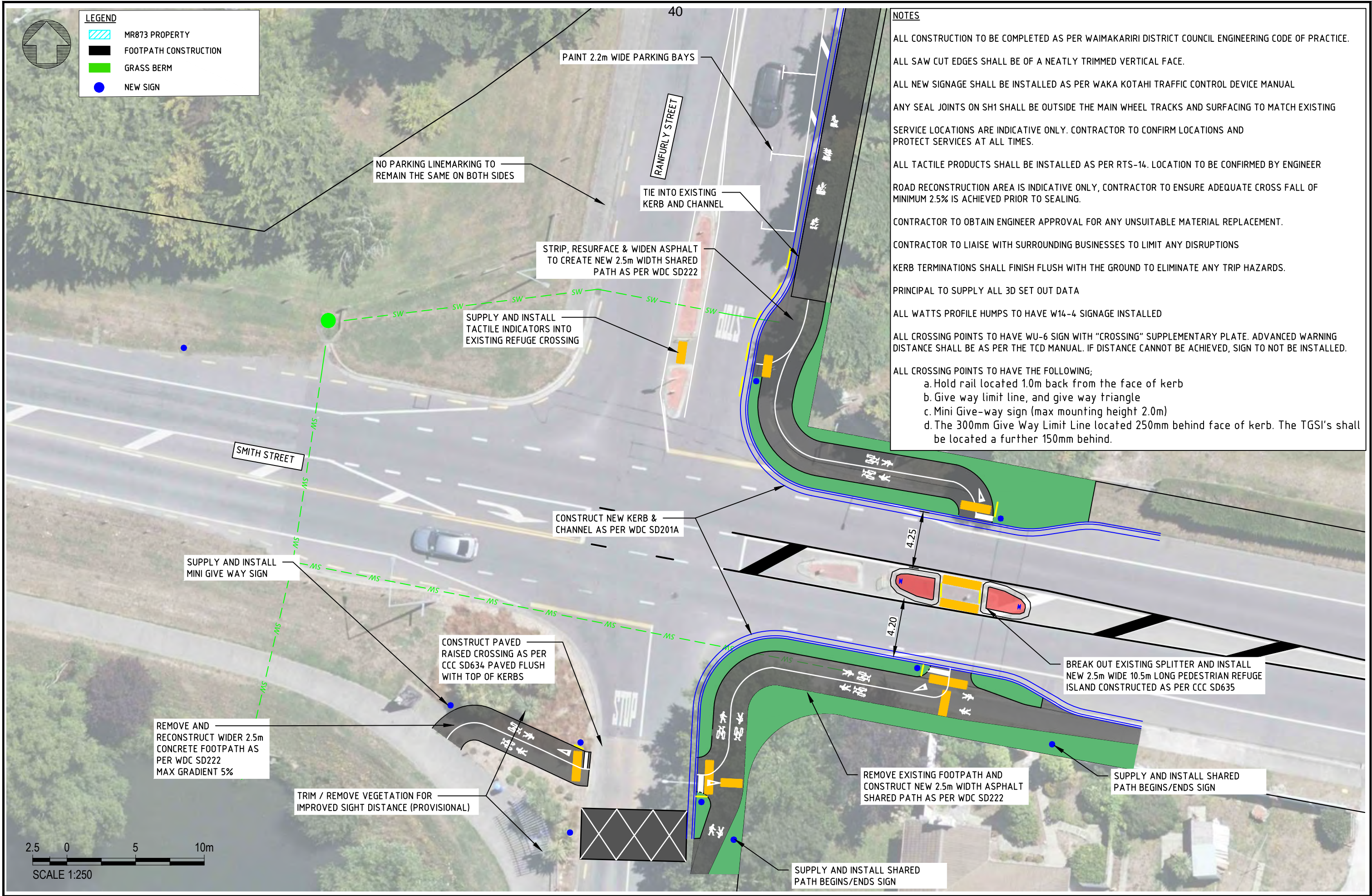
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST SH 1 INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
11	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

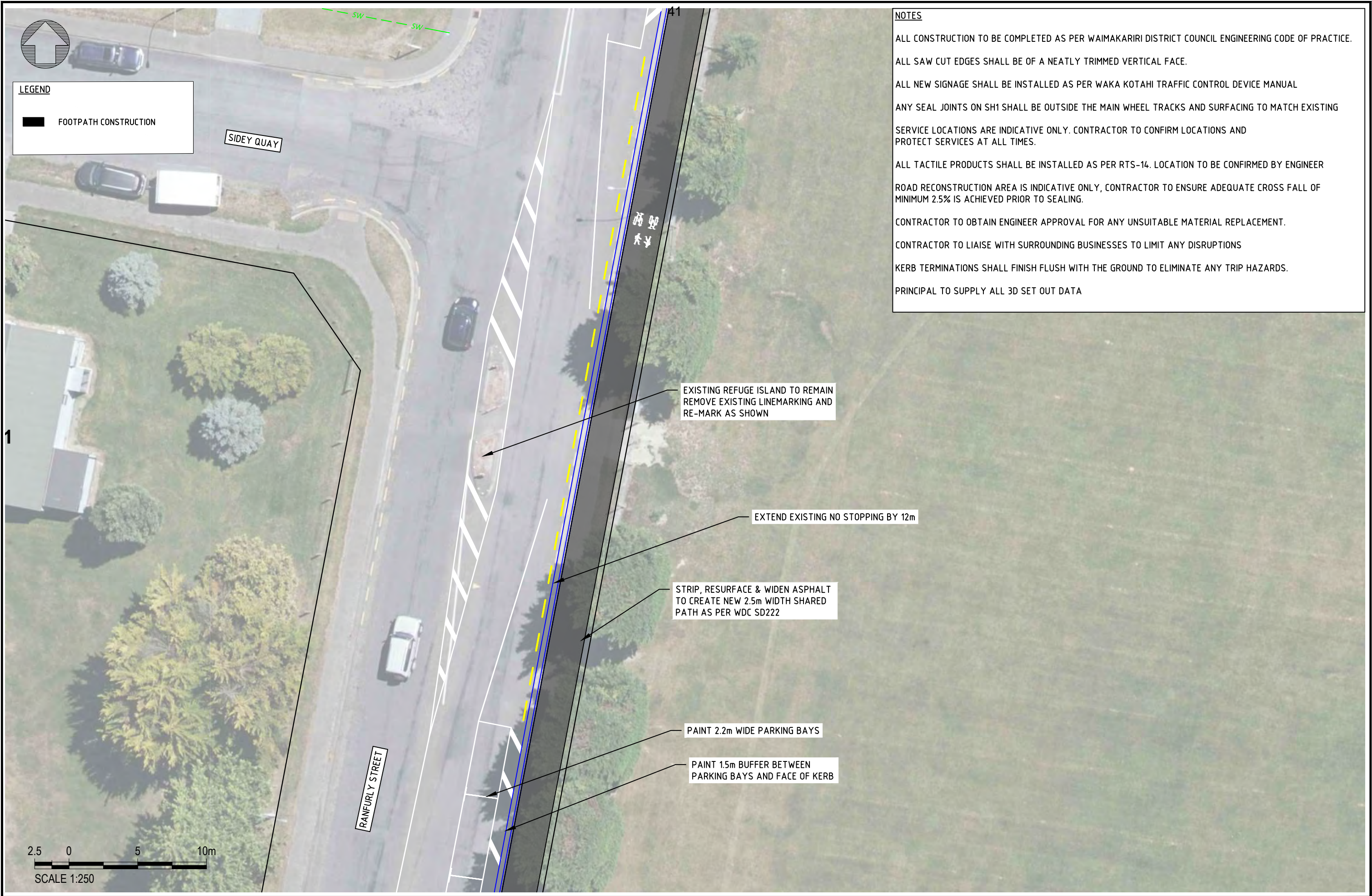
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DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SMITH STREET INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
01	A



- NOTES**
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 - CONTRACTOR TO OBTAIN ENGINEER APPROVAL FOR ANY UNSUITABLE MATERIAL REPLACEMENT.
 - CONTRACTOR TO LIAISE WITH SURROUNDING BUSINESSES TO LIMIT ANY DISRUPTIONS
 - KERB TERMINATIONS SHALL FINISH FLUSH WITH THE GROUND TO ELIMINATE ANY TRIP HAZARDS.
 - PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

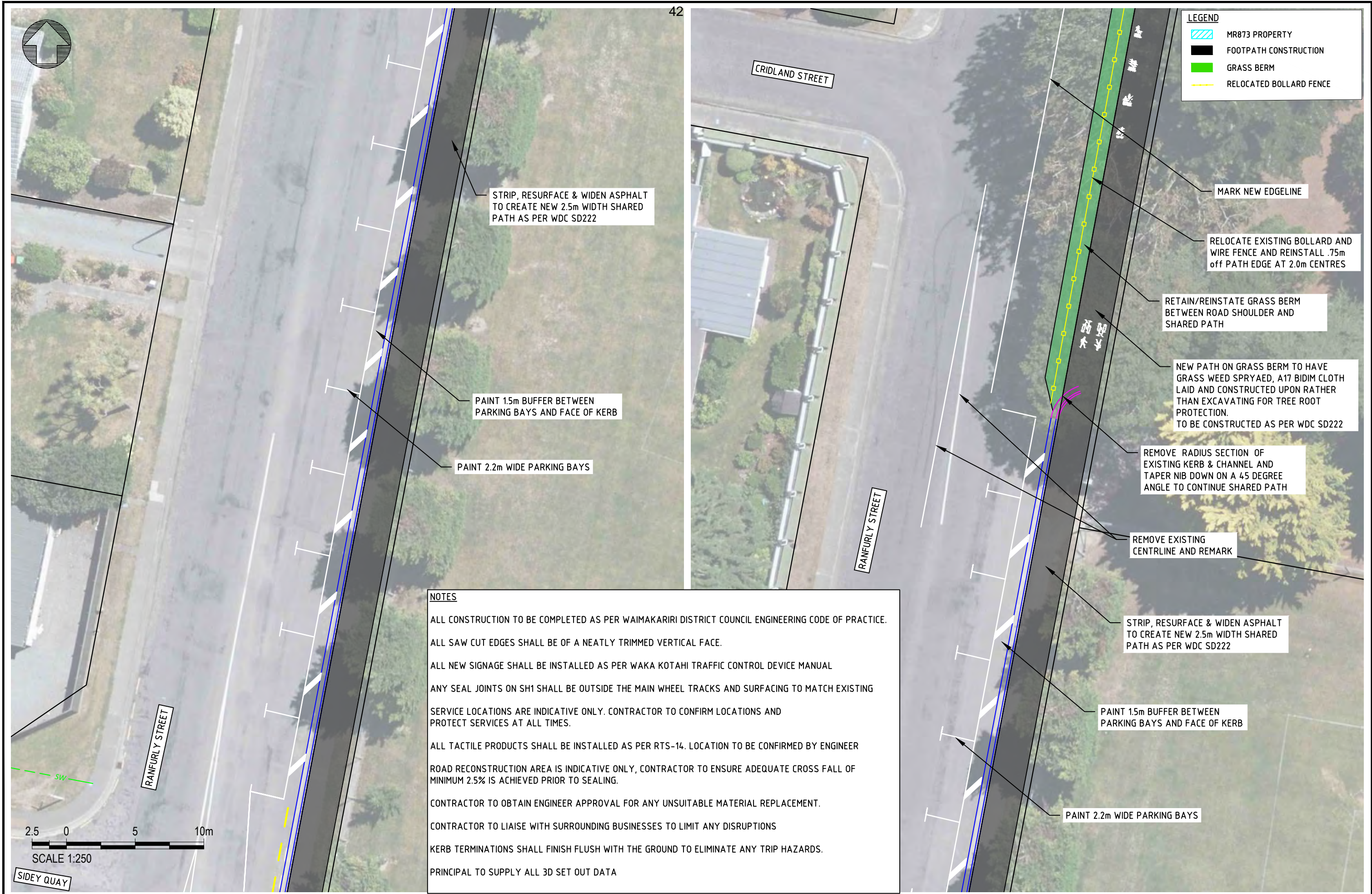
SURVEYED	---	---	PROJECT No	PD001949
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SIDEY QUAY INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	02
REVISION	A



NOTES

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PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:250
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT

KAIAPOI TO WOODEND SHARED PATH

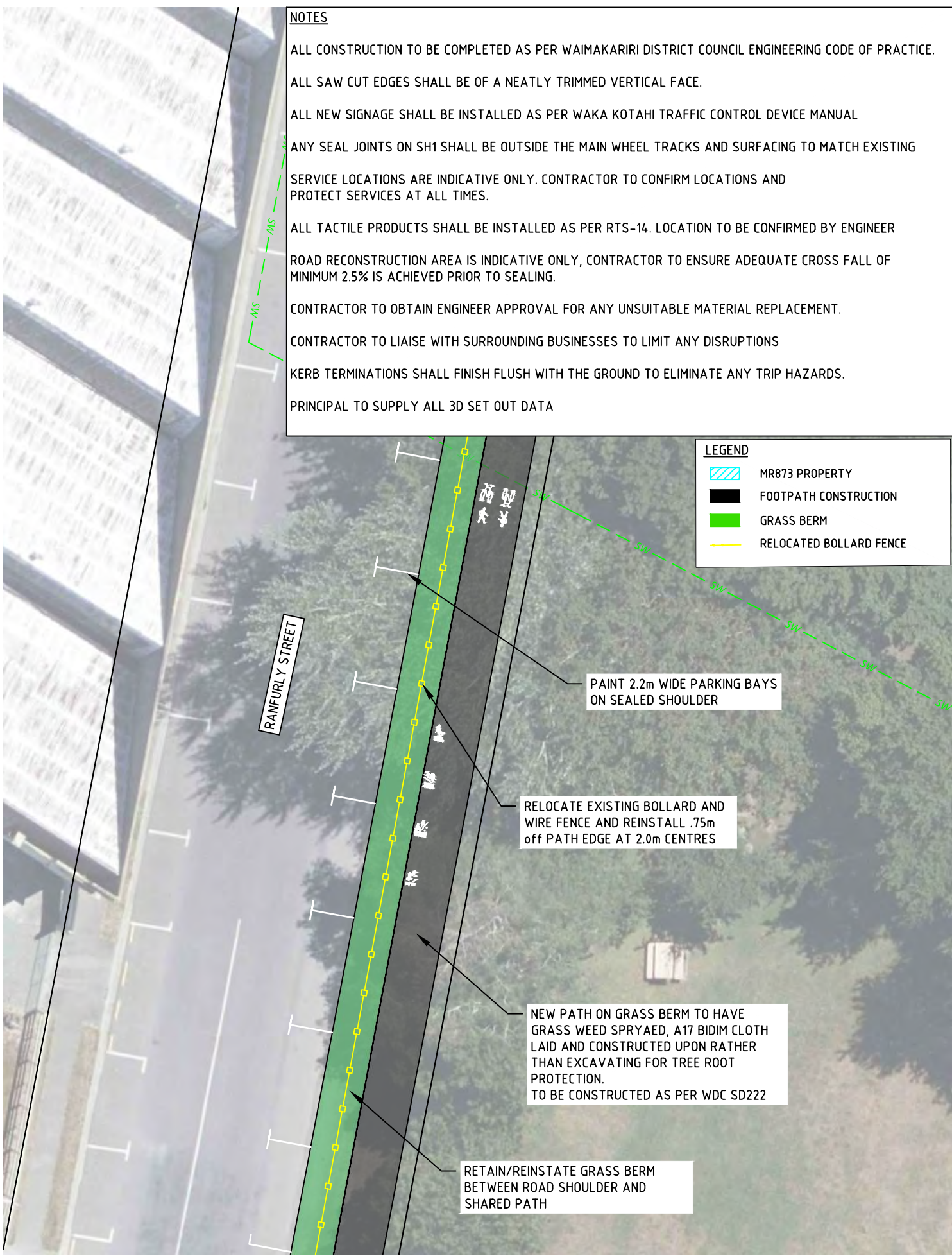
SHEET TITLE

RANFURLY STREET CROSS SECTION

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4348

SHEET 03 REVISION A



NOTES

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- PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

LEGEND

- MR873 PROPERTY
- FOOTPATH CONSTRUCTION
- GRASS BERM
- RELOCATED BOLLARD FENCE

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

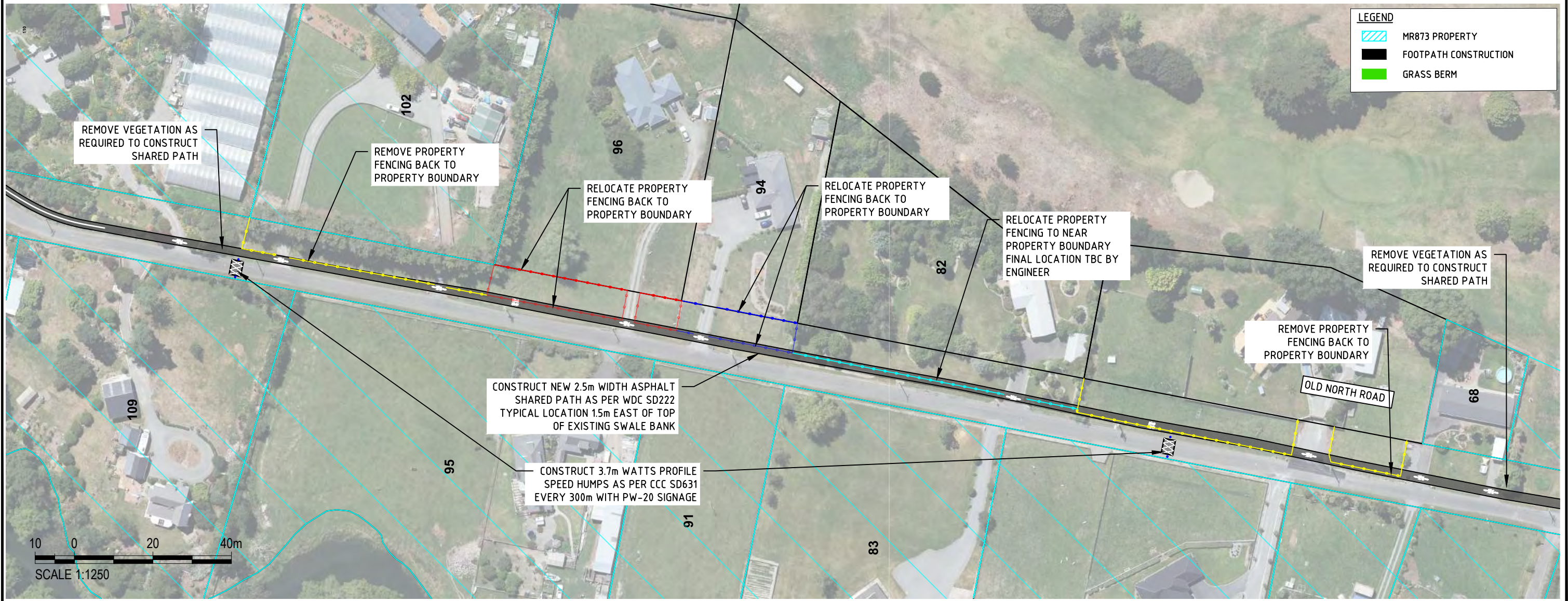
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	04
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

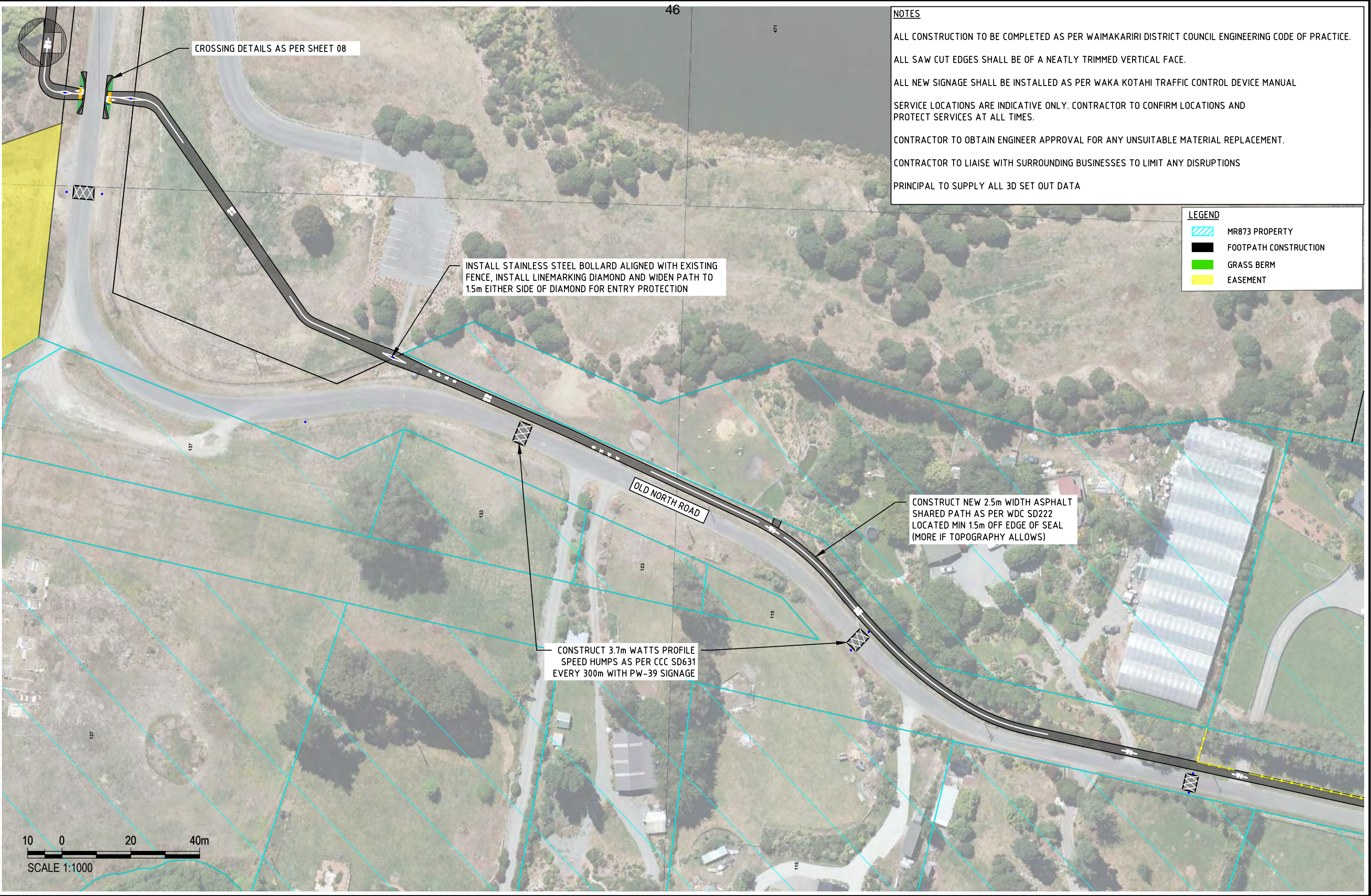
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET DALE STREET
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
06	A



NOTES

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CONTRACTOR TO LIAISE WITH SURROUNDING BUSINESSES TO LIMIT ANY DISRUPTIONS

PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

- LEGEND**
- MR873 PROPERTY
 - FOOTPATH CONSTRUCTION
 - GRASS BERM
 - EASEMENT

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT

KAIAPOI TO
WOODEND
SHARED PATH

SHEET TITLE

OLD NORTH ROAD

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4348

SHEET 07 REVISION A

NOTES

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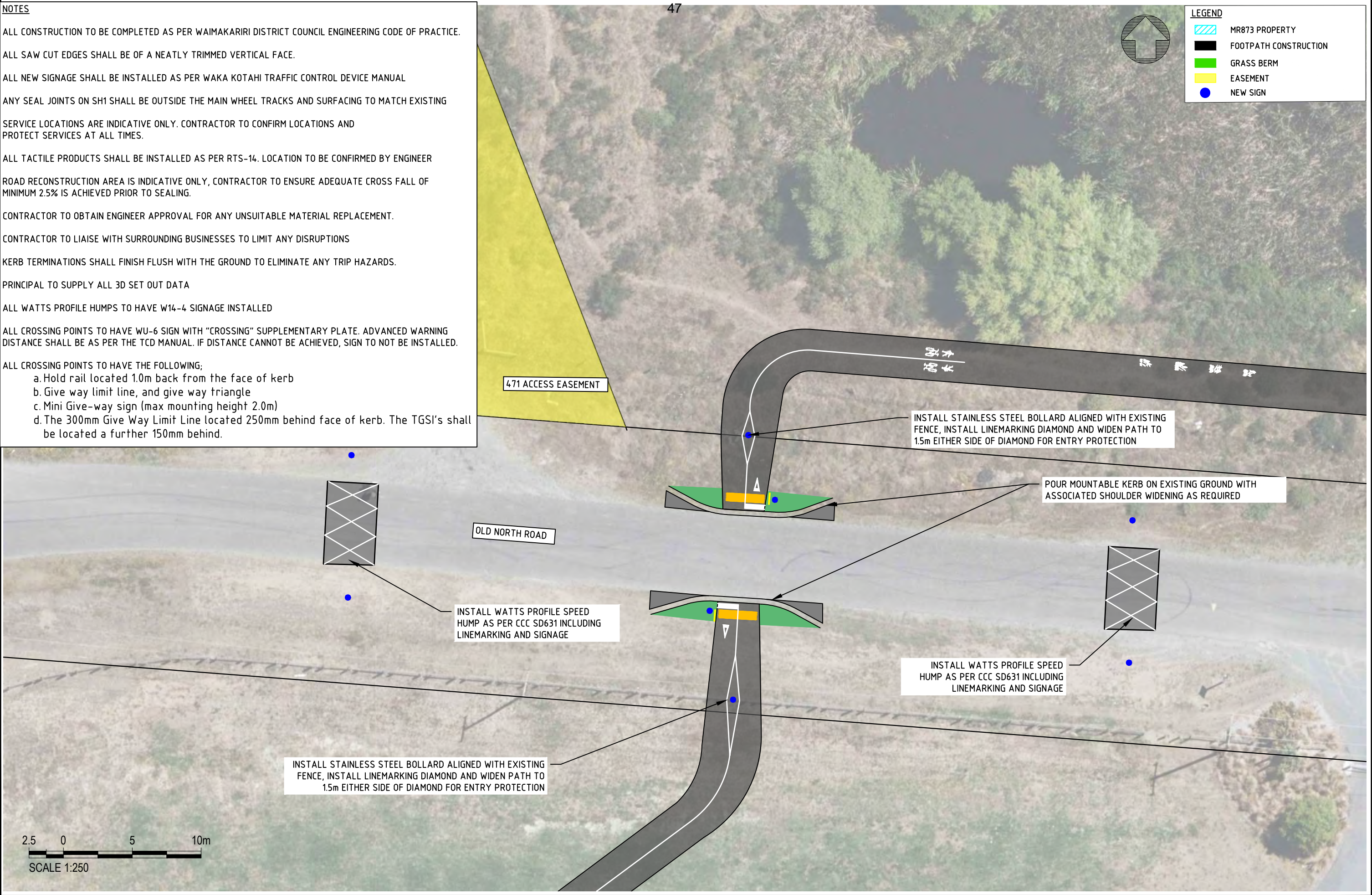
PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

ALL WATTS PROFILE HUMPS TO HAVE W14-4 SIGNAGE INSTALLED

ALL CROSSING POINTS TO HAVE WU-6 SIGN WITH "CROSSING" SUPPLEMENTARY PLATE. ADVANCED WARNING DISTANCE SHALL BE AS PER THE TCD MANUAL. IF DISTANCE CANNOT BE ACHIEVED, SIGN TO NOT BE INSTALLED.

ALL CROSSING POINTS TO HAVE THE FOLLOWING;

- a. Hold rail located 1.0m back from the face of kerb
- b. Give way limit line, and give way triangle
- c. Mini Give-way sign (max mounting height 2.0m)
- d. The 300mm Give Way Limit Line located 250mm behind face of kerb. The TGSi's shall be located a further 150mm behind.



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:250
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD INTO KAIAPOI LAKES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	08
REVISION	A

NOTES

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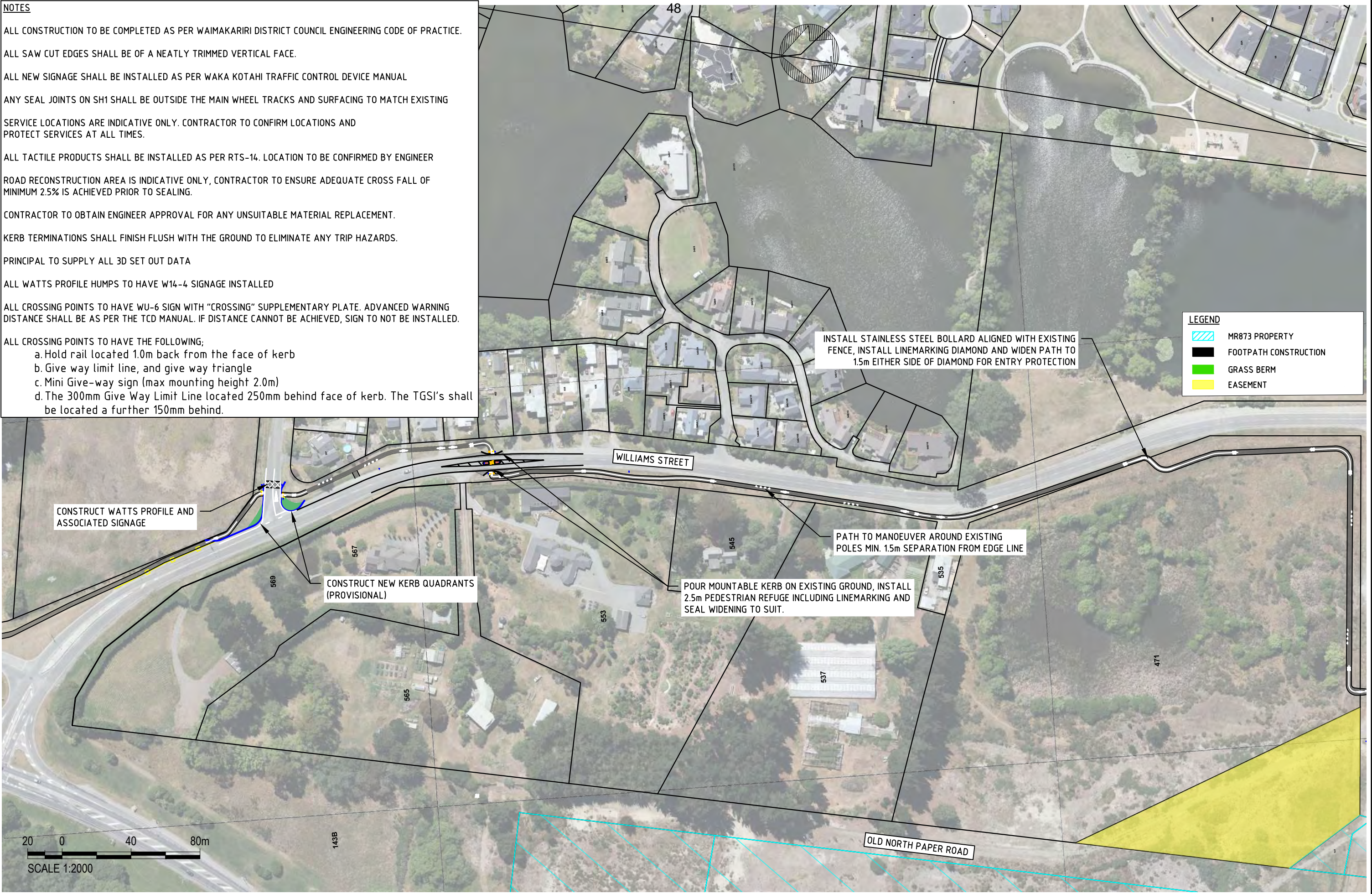
PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:2000
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DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
09	A

NOTES

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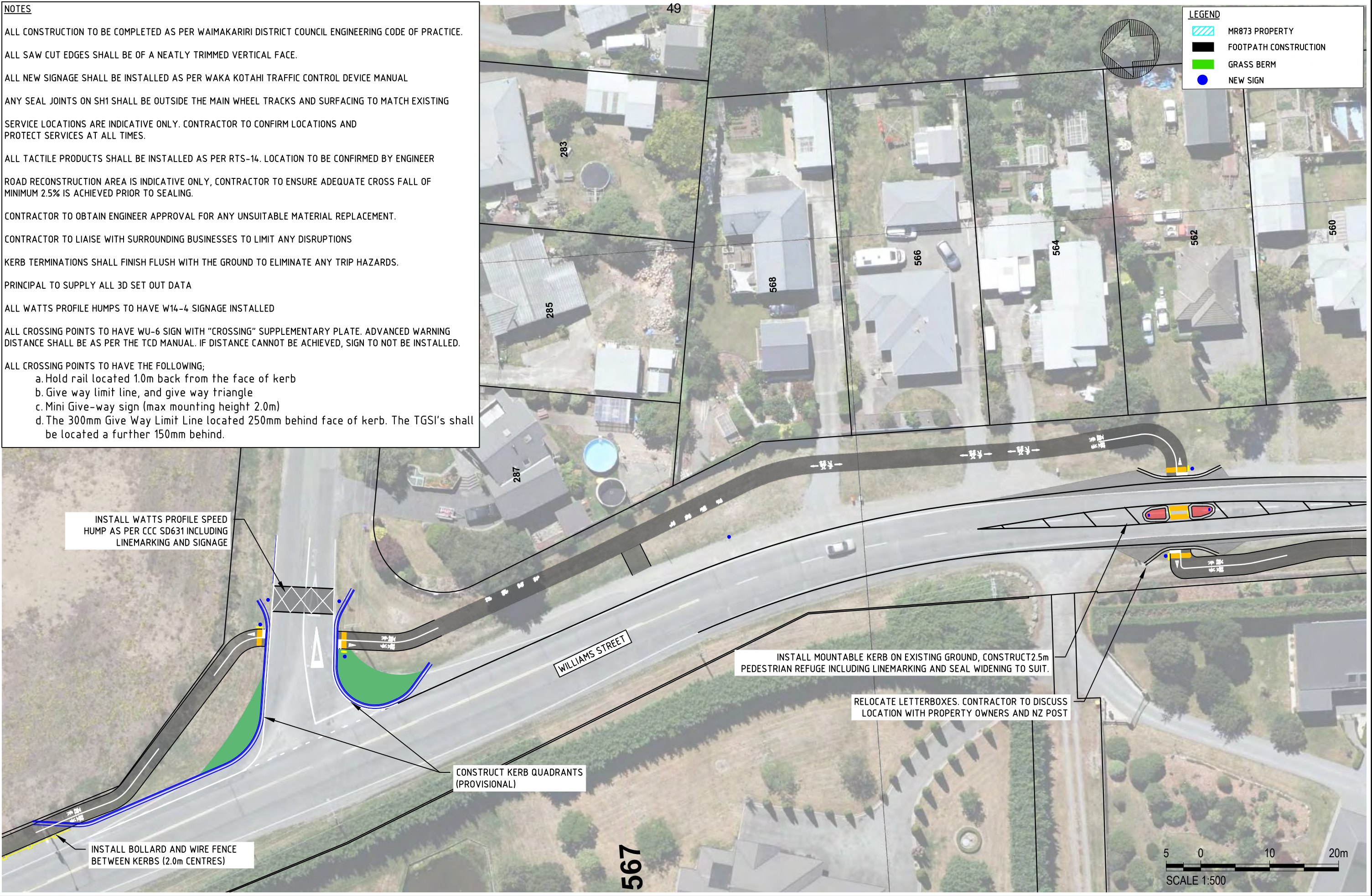
PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:500
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APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST TO PINEACRES CROSSINGS
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
10	A



NOTES

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CONTRACTOR TO OBTAIN ENGINEER APPROVAL FOR ANY UNSUITABLE MATERIAL REPLACEMENT.

CONTRACTOR TO LIAISE WITH SURROUNDING BUSINESSES TO LIMIT ANY DISRUPTIONS

KERB TERMINATIONS SHALL FINISH FLUSH WITH THE GROUND TO ELIMINATE ANY TRIP HAZARDS.

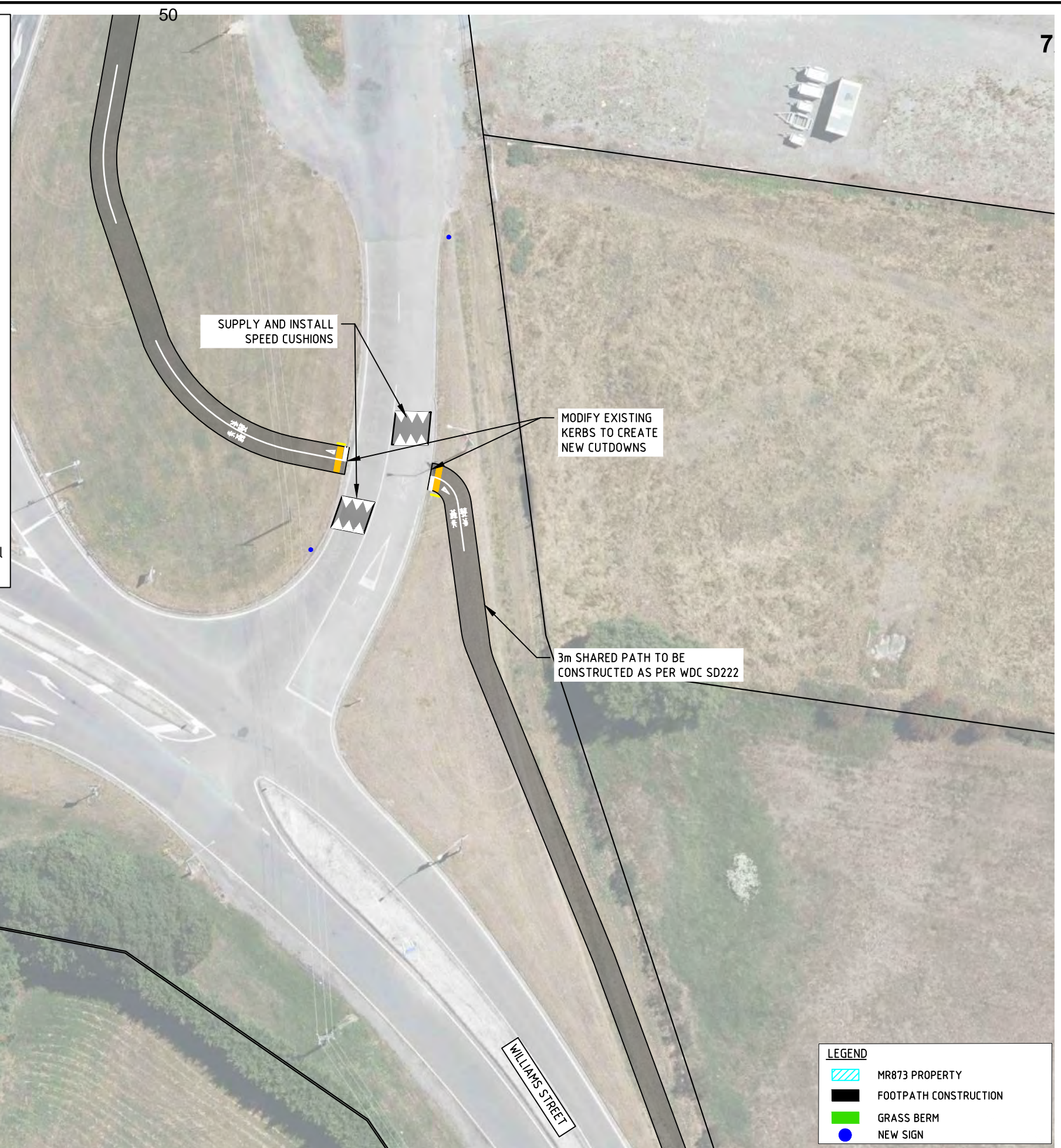
PRINCIPAL TO SUPPLY ALL 3D SET OUT DATA

ALL WATTS PROFILE HUMPS TO HAVE W14-4 SIGNAGE INSTALLED

ALL CROSSING POINTS TO HAVE WU-6 SIGN WITH "CROSSING" SUPPLEMENTARY PLATE. ADVANCED WARNING DISTANCE SHALL BE AS PER THE TCD MANUAL. IF DISTANCE CANNOT BE ACHIEVED, SIGN TO NOT BE INSTALLED.

ALL CROSSING POINTS TO HAVE THE FOLLOWING;

- Hold rail located 1.0m back from the face of kerb
- Give way limit line, and give way triangle
- Mini Give-way sign (max mounting height 2.0m)
- The 300mm Give Way Limit Line located 250mm behind face of kerb. The TGSI's shall be located a further 150mm behind.



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	DETAILED DESIGN	GK	KS	JM	26/01/2023

SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	--/--/2023	SCALE (A3)	1:500
DESIGNED	---	--/--/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	--/--/2023	HORIZONTAL	NZTM GD2000
APPROVED	---	--/--/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST SH 1 INTERSECTION
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
11	A

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CPR-04-21-32/ 250306037361**REPORT TO:** KAIAPOI- TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 17th March 2025**AUTHOR(S):** Julie Mason, Landscape Architect
Grant Stephens, Greenspace Design & Planning Team Leader**SUBJECT:** Approval to Implement Kaiapoi Community Hub Play Space**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is seeking approval to implement the Kaiapoi Community Hub Play Space
- 1.2. The Waimakariri District Council Playground Strategy has identified the NCF Reserve play space as due for renewal (NCF named after the North Canterbury Sheepfarmers' Co-operative Freezing Export and Agency Company Ltd which were previously located close by). Relocation of the NCF Playground to the Kaiapoi Community Hub was approved in a previous report that went to the board in October 2021 and staff have since been working with the community to create a concept plan for the relocated play space.
- 1.3. The proposed Play Space Concept Plan includes elements of natural and traditional play features. These include a grassy mound, stage, swing seats for differing ages and abilities, climbing net, monkey bars and an accessible carousel. This concept plan was presented and discussed with the Community Hub Project Control Group (PCG) who were supportive of the plan prior to consultation and then approved by the Kaiapoi-Tuahiwi Community Board for consultation in November 2024.
- 1.4. Staff consulted the community about the Kaiapoi Community Hub play space using online platforms, flyers, and direct discussions. Out of 21 survey responses, 80% were supportive or mostly supportive. The consultation results are summarized for the Board's consideration with some minor adjustments being made to the concept plan. Direct feedback from the Kaiapoi Croquet Club has also led to adjustments in tree placement and species selection.
- 1.5. There is a combined budget of \$400,000 within year 2024/2025, from the Councils 2024-2034 Long Term Plan for the development of a play space within the Kaiapoi Community Hub. This funding is made up of \$165,000 allocated from the non-specified reserve enhancement budget and \$235,000 from Play Safety Surface/Equipment budgets. A cost estimate has been undertaken on the Play Space concept which comes in within budget at \$395,000 and includes a 15% contingency.

Attachments:

- i. Community Hub Play Space Master Plan (Trim: 250305036779).
- ii. Community Hub Play Space Consultation Feedback Summary (Trim: 250306037376).

2. **RECOMMENDATION**

THAT the Kaiapoi- Tuahiwi Community Board:

- (a) **Receives** Report No. 250306037361.
- (b) **Approves** the Community Hub Play Space Master Plan for implementation (Trim: 250305036779).
- (c) **Notes** the current NCF playground equipment at the end of its useful life and needs to be decommissioned and the current location within NCF Park is no longer appropriate for a play space.
- (d) **Notes** the relocation of the playground from NCF Park to the Community Hub has previously been approved by the Kaiapoi-Tuahiwi Community Board as part of the development of the Community Hub.
- (e) **Notes** there is budget set within the current Long-Term Plan of \$400,000 for the renewal of the NCF playground and to provide a play space within the hub to meet the levels of service to the surrounding community. This funding is made up of \$165,000 allocated from the Non-specified Reserve Enhancement budget and \$235,000 from Play Safety Surface/Equipment budget.
- (f) **Notes** that once approved, staff will work through the tender documentation and procurement process to implement this plan and that due to short timeframes, physical works will carry over to the next financial year and the budget will therefore be carried forward to allow for this.
- (g) **Notes** a cost estimate has been undertaken on the Play Space Concept Plan which comes in within budget at \$395,000.00 and includes a 15% contingency sum.
- (h) **Notes** Staff have carried out consultation with the Community Hub stakeholders and surrounding community within a 500m radius and included feedback responses and any corresponding changes made to the draft plan within this report.

3. **BACKGROUND**

- 3.1. Waimakariri District Council Playground Strategy has identified the NCF playground as due for renewal. The playground equipment at NCF is at the end of its useful life and needs to be decommissioned and the area it is located in is low lying, flood prone and not close to the existing community. The new site for the playground is the Kaiapoi Community Hub which is adjacent to NCF Park. This was proposed in The Kaiapoi Reserves Master Plan and consulted on through the 2020/2021 Annual Plan as a response to the Canterbury earthquakes where the Waimakariri District Council identified the need for a community hub to support recreation, hobby, social, and community groups. The hub aims to provide an accessible space for various community uses, enhancing the overall well-being and connectivity of the Kaiapoi community.
- 3.2. Three locations for the relocation of the NCF playground were considered in which staff consulted on in 2021. The results of this consultation identified that a space within the Community Hub Landscape Master Plan as the most suitable. Relocation of the NCF Playground site was therefore approved by the Board in 2021 and now budget is available, staff have been working to develop the design of this play space. A combined total of \$400,000 has been allocated from funding from the LTP for the 2024/2025 financial year for a new play space within the Community Hub. This is made up of \$165,000 from the non- specified reserve enhancement budget and \$235,000.00 from the Play Safety Surface/Equipment budgets. Greenspace Staff put together a preliminary draft concept plan of the site and worked with the Waimakariri Accessibility Group to discuss and explore initial ideas and responses they would like to see within the Community Hub play space.

- 3.3. These discussions helped guide the design process and design responses that formed the Draft Play Space Conceptual Plan (Trim No: 250305036779). This plan was brought to the Kaiapoi Tuahiwi Community Board in November 2024 for approval to undertake consultation with the wider community and stakeholders to identify feedback on the concept plan before bringing a plan back to the Board for approval in early 2025. A cost estimate was provided at the time for the Play Space Conceptual Plan which was in within budget at \$386,595.00 and included a 15% contingency fee. The concept plan was also presented and discussed with the Community Hub Project Control Group (PCG). The PCG were supportive of the plan being consulted on with the community.
- 3.4. Staff have since undertaken consultation with the surrounding community and have summarised the results of this feedback and any corresponding changes made to the design in Section 4 below for the Board's consideration.

4. ISSUES AND OPTIONS

Consultation Feedback

- 4.1. Staff undertook consultation with the surrounding community using Council's online consultation platform. 'Let's Talk' flyers were delivered to all residents within 500m of the Community Hub and information was included on the Council website and social media platforms. Staff also spoke with members of the Kaiapoi Croquet Club who are adjacent to the play space and therefore an important stakeholder in this design process.
- 4.2. Overall, there were 21 people who responded to the survey and most of them provided feedback. Respondents were asked if they supported the proposed design for the play space at Kaiapoi Community Hub. 11 people (52%) were supportive of the design, 6 people (28%) were mostly supportive, and 4 people (20%) were not supportive. The survey asked for feedback as to why and if there was anything else they would like to see added in the play space that had not already been included. Staff have collated the feedback received and summarised it in the attached Community Hub Play Space Consultation Feedback and Summary table (attachment ii). This also provides comments from staff relating to this feedback.
- 4.3. Of the four who were not supportive, three responses were based around the location and not believing there was a need for a play space here. One of these even noted that they love the design and concept. As discussed within the feedback comments, the provision of a play space here is part of meeting our levels of service and ensuring access to a play space for this community. The location has been previously approved by the Board, is appropriate for this type of purpose and is not a destination play space and therefore will not generate significant numbers of people parking on Charters St.
- 4.4. The fourth respondent who responded as not supportive were the Kaiapoi Croquet Club and this was before staff had had an opportunity to meet with them as a stakeholder. Since then, staff have spoken directly with the Club President Geoff Russel who noted that they are not too concerned about the playground/design itself. Their main feedback was around trees close to their boundary. They would like the dripline of any large trees to be no closer than 5-10m of their fence and ideally not evergreen as the leaves will blow into their site. They also noted that they would love some shelter along that boundary such as a hedge or native plantings such as pittosporums and flaxes. This feedback has been taken into account in the proposed plan with large trees shifted slightly and appropriate species will be selected.

Play Space Design. Revised Master Plan

- 4.5. The accessibility group and residents have advocated for a play space to align with current best practices in accessibility and inclusivity, while also adhering to CPTED (Crime Prevention Through Environmental Design) principles for community visibility and surveillance. This along with the evolving concept of 'Play' and 'Play Spaces' has guided the design response to create a more holistic and diverse play experience than the traditional playground. Greenspace staff have made minor adjustments to the play space

design based on community feedback whilst adhering to the above-mentioned principles. These responses along with the amendments to the Play Space Masterplan are discussed as follows:

4.6. Connectivity

Careful consideration has been made to make the site functional and connected. The location of the play space is both visible and easily accessible from Charters Road to the wider community. Internal connectivity has been achieved through creating a series of access points via accessible pathways and/or lawn areas that interconnect with each other. It is hoped that in time as the Community Hub grows and more groups move to site, a pathway linking these with the central Hub Lawn will be built. The play space has been designed with this in mind. The activation platform which could be utilised for performances faces into the central lawn area and draws users into the hub area also.

4.7. Visibility

CPTED principles have been carefully considered through ensuring the play space is visible from the footpath, roadside and central Hub lawn area. Garden beds will be planted with low plant species. Deciduous trees are located where sight lines will not be impaired due to the deciduous nature of the species but will function to provide natural shade as intended in the hot summer months. These trees are set an appropriate distance from the croquet lawns and evergreen species will be utilised in locations where the prevailing winds will likely blow leaves onto the croquet lawns.

4.8. Natural Play

The play space has been integrated into the landscape through incorporating features such as fun accessible pathways meandering through garden beds and lawn areas. These pathways will include special painted games such as snakes and ladders and hopscotch. Stepping logs also intersect with garden beds and a grassy mound leading up to a central stage with the intention of promoting natural play and to invoke imagination throughout.

4.9. Traditional Play

The proposed play space also includes a number of traditional play features such as a five bay swing set. This swing set will be made up of 5 different swings catering for a range of abilities, ages and experiences. Monkey bars have also been included in the play space and will be set at differing heights, again catering for a range of abilities and ages. Alongside these responses there will be a wheelchair accessible carousel and climbing net.

4.10. Rubbish bins/bike stands/signage

A rubbish bin has been included in the proposed plan and signage will be included as per our standard entrance and activity signs for reserves. An area designated for bike parking has been included within the revised plan to encourage children to bike to the play space.

4.11. Picnic Tables/Seating

There are two existing picnic tables and one bench seat currently in NCF park. These are in good condition, and it is intended to relocate these to the locations as specified in the revised play space masterplan (attachment i).

4.12. **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The provision of recreation spaces and play areas is part of the expected levels of service Council provides. These spaces not only encourage recreation but are social interaction nodes which help build connectivity within communities. The design of this space provides for the needs of mainly younger children with other assets available within a close vicinity for youth.

There is a positive benefit to local children when play spaces are installed. Play is an important part of a child's development as it builds imagination and creativity, fosters cognitive growth (for healthy brain development), delivers well-being benefits (can help reduce anxiety and boost joy and self-esteem), improves literacy (socialising and by observing others), encourages greater independence and promotes physical fitness.

- 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 be affected by or have an interest in the subject matter of this report. The Rūnanga were consulted as part of the wider plan where the play space was relocated from NCF Park to the Community Hub and are now working with the Te Kōhaka o Tūhaitara Trust to plan for the NCF site to be planted in flaxes and other natives. Staff do not believe that the layout of the actual play space within the community hub would be of interest to the Rūnanga.

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. This includes the present key user groups who located at the Hub as well as other potential groups who have identified a wish to establish their own base on the hub site. Information was provided to each of these groups and feedback was received directly from the Kaiapoi Croquet Club who spoke directly with staff around their feedback.

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. As discussed above, Staff undertook consultation with the surrounding community using Council's online consultation platform. 'Let's Talk' flyers were delivered to all residents within 500m of the Community Hub and information was included on the Council website and social media platforms. The feedback from this consultation has been included above in Section 4 and has led to some minor changes to the concept plan.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. This budget is included in year 2024/2025 of the Long-Term Plan with \$400,000 allocated to the development of a play space within the Community Hub area. This is made up of \$165,000 from the Non-specified Reserves Enhancement budget and \$235,000 from play safety/surface equipment budget. This has been approved by the Community and Recreation Committee and by Council as part of the Recreation Capital Works Program. The cost estimate for the Draft Play Space Concept Plan which was consulted on with the community was \$386,595.00 and included a 15% contingency.

Following feedback, staff have made some minor changes to the plan which have had a small impact on the cost estimate for the final design. The current cost estimate for the proposed design is \$395,000 and includes a 15% contingency. This is still within the budget available.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. Sustainability is about more than protecting our resources, it encompasses everything from energy and material use to ensuring that our people can live healthy and fruitful lives. The play space has been designed with ecological and environmental principles in mind. Pollinator paths incorporating indigenous plant species, natural play philosophy, re use of materials where possible from NCF park such as picnic tables and bench seat along with using locally sourced and/or built equipment has all been prescribed where possible.

6.3. Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. There is financial risk that the proposed Concept Plans are not implemented within budget. Staff have carried out a thorough cost estimate of the Concept Plans and included a 15% project contingency within the \$400,000 budget to minimise there being a cost overrun. If the Board approve this plan for implementation, staff will then develop tender documents, procure the work and then work with the successful contractor to complete the works on site. Due to the timeframes for this process and internal capacity, it is likely that the full extent of the works will not be completed before the end of the financial year and the remaining budget will be carried over into the 2025/2026 year.

This timeframe will therefore see construction occurring in the wetter winter months which could create issues due to the wet ground conditions. As part of the procurement process, staff will review the weather and ground conditions to determine if there is a need to wait until dryer months. This means that the construction may potentially be delayed until early spring. If this is the case, staff will provide a memo to the Board to update on expected timeframes.

The work is being carried out in an area that was red zoned following the 2010 and 2011 earthquakes and is subject to liquefaction and lateral spread. The area will be at risk from future seismic events and will require repair work to be carried out following any significant earthquakes. It would be prohibitively expensive to carry out ground treatment work to mitigate this risk as the cost of the treatment would be far greater than the works they would be protecting.

6.4. Health and Safety

There are health and safety risks arising from the implementation of the recommendations in this report. The implementation of the Concept Plan would require work to be undertaken within a Council reserve (and/or Road Reserve) and in particular holes being dug and the use of tools and machinery. If approved, staff would require any contractors to be Sitewise approved and to submit an appropriate health and safety plan (Site specific Safety Plan - SSSP). This would need to be approved by the project manager prior to construction beginning on site.

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

- New Zealand Standards 5828.2015: Playground equipment and surfacing
- Reserves Act 1977
- Local Government Act 2002

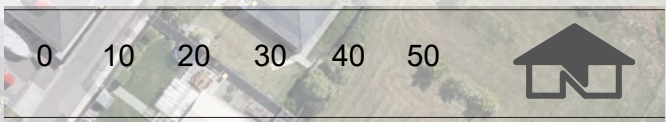
7.3. Consistency with Community Outcomes

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

- *There is a wide variety of public places and spaces to meet people's needs.*
- *There are wide-ranging opportunities for people to enjoy the outdoors.*
- *The accessibility of community and recreation facilities meet the changing needs of our community.*

7.4. Authorising Delegations

The Kaiapoi Tuahiwi Community Board have the delegation to approve the Community Hub Overall Play Space Concept Plan.





Community Hub Play Space Consultation Feedback and Summary		
Qty	Feedback Response	Staff Comment
1	The play space renewal is not required and unnecessary	Council has a level of service for the provision of a play space for this community which we need to meet. The current play space is no longer tenable and therefore this renewal is necessary to meet this level of service and ensure access to play spaces and the associated health benefits for this community
4	This is the wrong location. Reasons included preferring a different location, being too close to homes (too noisy) and the area is too small to fit a play space	The location of the play space has been previously approved by the Board following consultation with the surrounding community. It is located within the Community Hub area which is an area where this type of activity and associated noise levels is not only appropriate but expected. The play space has been designed to fit within the available space.
1	Wants it fenced	Fencing of play spaces is not within the levels of service provided for play spaces and while can have benefits to parents of children who run, can also create health and safety risks of entrapment and parent distraction. There will be bollard and wire fencing along the boundary to Charters St however this is to slow people before they reach the street and to prevent unauthorised vehicle access.
4	Needs more shade	Trees have been included within the plan which will provide natural shade cover to the play space in time. Staff will ensure that the trees selected are of a grade suitable to reduce the time until these provide a canopy as much as possible. There is no budget available for additional shade structures without removing other assets from the plan.
4	Concerns raised regarding parking on Charters St	This is a neighbourhood provision play space. This means that it is provided for the local community and not a destination play space which we would anticipate people would drive too from across Kaiapoi. There is already internal car parking provision within the Kaiapoi Community Hub space should people choose to drive so should people parking on Charters St become an issue, this can be addressed at the time with no parking signs etc if necessary.
2	Want toilets/ accessible toilets	This is a neighbourhood provision play space and therefore toilet provision is outside of the level of service provision for this space. There are potential future plans for toilet facilities open to the public as part of the Community Hub however these are not confirmed or budgeted and therefore may be some time away if they do get built.
6	Additional equipment was requested by a number of people. This included a Flying Fox (2) Slide (2) Musical Instruments (1) and a Trampoline (1)	There is no budget available for additional play items, especially items such a flying foxes and slides which can be in the tens of thousands to install. If the Board wanted to include one of these items, this would either require the removal of an existing feature within the plan or additional budget such as from the Board's General Landscaping Budget. Staff believe that the mix of play features appropriate with the type of play space and provides a range of play opportunities

5	A number of people asked for additional amenity assets such as: a Water Fountain (1), Rubbish Bins (1), BBQ (1), More Seating (1) and Signage (1)	A number of these assets are outside of the level of service for this play space and quite expensive to install. While there isn't significant additional budget available, some such as a BBQ could be added in the future if a desire from the community arises and utilising external funding. A rubbish bin has been included in the proposed plan and signage will be included as per our standard entrance and activity signs for reserves.
5	Needs to accommodate all ages and abilities, this included feedback requests for paths for young kids (1), an adult workout area (1), accessible swings (more swing types) (2) and requesting clarity around the safety surface used (1).	Staff have worked with the Waimakariri Accessibility Group to develop this play space and believe that it provides an accessible and inclusive play opportunity. When ordering the swing equipment, staff will work with the specific swing suppliers to ensure that the swings best meet the needs of users including the provision of swings such as a basket swing. An adult workout area is outside of the scope of this play space renewal but could be a future project that the community could look to fund or bring to the next LTP for funding if there is sufficient support.
4	Want a scooter/ bike track and one noted a bike parking area.	There is insufficient budget for a bike track area although staff note that children will be able to ride their bikes and scooters on the pathways etc included within this plan. An area designated for bike parking has been included within the plan to encourage children to bike to the play space.
1	Wants interactive and sensory play	Interactive and sensory play has been included within the design elements of this proposal
1	Wants picnic tables further from road	Both picnic tables have been relocated to areas that are accessible and away from the road.
1	Wants swings left at Courtenay Lake	The existing play equipment at Courtenay Lake are at the end of their useful life and will need to be removed. As noted within the report, this area flood prone and is going to be planted in native wetland species so the swings remaining here is not an option.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RES-35-02 / 250304035291**REPORT TO:** Kaiapoi Tuahiwi Community Board**DATE OF MEETING:** 17 March 2025**AUTHOR(S):** Bex Dollery – Biodiversity Team Leader**SUBJECT:** Kaiapoi Lakes Enhancement Opportunity and Collaboration**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval to investigate collaboration with New Zealand Transport Agency - Waka Kotahi (NZTA) for the enhancement of an undeveloped reserve located at Kaiapoi Lakes for lizard translocation.
- 1.2. NZTA have engaged Wildland Consultants Ltd (Wildlands) to identify and manage lizard populations along the Woodend Bypass. The preliminary surveys have identified Canterbury Grass Skink populations along the route which require translocation and exclusion from the construction site.
- 1.3. Works on the Woodend Bypass are expected to begin this year. As part of this works, Wildlands (on behalf of NZTA) have approached staff to identify if there are Waimakariri District Council land parcels which could be suited to hosting lizard relocations.
- 1.4. NZTA are seeking receptor sites which they will fund for enhancement and manage/monitor for a number of years following the works. Staff have identified the possibility of the Northern Kaiapoi Lakes area. The development of this area has approved funding of \$207,908 identified in the 2025/2026 annual plan.
- 1.5. The Canterbury Grass Skink is a key species within our district and is fully protected under the Wildlife Act, therefore a Lizard Management Plan will be developed by Wildlands/NZTA and agreed with the Department of Conservation prior to works.
- 1.6. From initial discussions, it appears that works proposed by NZTA align with the purpose and intent of the northern Kaiapoi Lake reserve and meet the strategic directions within the Waimakariri Natural Environment Strategy. This could potentially present an opportunity for Council to accelerate one of its intended projects through outside funding.
- 1.7. In order to ascertain the precise details required for use of the reserve by NZTA and to establish any conflicts or potential issues, Greenspace staff request approval to investigate the potential opportunity. Information gained will be brought back to the Community Board for further discussions or approvals.

Attachments:

- i. Waimakariri District Council Kaiapoi Lakes Concept Development Plan Nga Tapuwae O Mua Footsteps of the Past June 1997 (TRIM 080925031371)

2. **RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250304035291.
- (b) **Approves** Greenspace staff to undertake the initial investigation of potential collaboration and use of land at Kaiapoi Lakes as a lizard receptor site.
- (c) **Notes** that Greenspace staff will consult with the Community Board further once precise details of the proposal are available and will seek approval for further works if required.
- (d) **Notes** that there is \$207,908 funding approved for the development of the area for 2025/2026 as outlined in the Kaiapoi Lakes Concept Development Plan (Trim 080925031371).

3. **BACKGROUND**

- 3.1. NZTA have commissioned a suite of surveys including ecology investigations to inform and enable the Woodend Bypass footprint. The ecological investigation has revealed populations of Canterbury Grass Skinks along the road corridor. These animals have a threat classification of At-Risk: Declining and are absolutely protected against harm, disturbance and sale by the Wildlife Act 1953.
- 3.2. To safeguard the populations, NZTA will need to gain a Wildlife Act Authority to disturb the populations. The process for this entails a qualified herpetologist preparing a Lizard Management Plan which includes information on how impacts to the animals will be avoided. This is approved by the Department of Conservation (DOC) and stipulates the actions that the developer must carry out for an agreed time period.
- 3.3. Actions usually include staged vegetation clearance in the construction footprint (such as a grass mowing regime and destructive search of potential habitat /stone piles/ wood piles) to encourage the lizards to relocate of their own volition. The area is then fenced and lizard traps placed within the area to capture any remaining animals which will be released at a suitable receptor site.
- 3.4. Following relocation, the populations within the receptor site are monitored for an agreed amount of time (usually a minimum of 2 years dependent on species, site and project specifics) and reported to DOC. Contingencies to the mitigation activities will be detailed in the Lizard Management Plan approved by DOC and agreed to by the developer (NZTA, in this case).
- 3.5. DOC have certain requirement for the receptor sites and they are:
 - 3.5.1. Ecologically appropriate and contain suitable habitat;
 - 3.5.2. Protected from predators and human disturbance;
 - 3.5.3. Protected from future development (such as those areas designated under the Reserve Act, covenanted, protected through other legislation etc.);
 - 3.5.4. Located far enough away from the development site so that lizards do not return but as close to the development site as possible.
 - 3.5.5. Monitored for a number of years following the translocation to monitor the population and carry out adaptive management as required.
- 3.6. In light of this information, NZTA are seeking suitable receptor sites that can be enhanced for lizards to enable the construction of the bypass. The first stage of the bypass development is located to the west of Kaiapoi and within the vicinity of Kaiapoi Lakes. The last area to be developed in this reserve is the north-west lake which currently comprises

a small lake surrounded by weeds and rank grassland. This site is noted to be a potentially suitable site for lizard release which NZTA could enhance as a receptor site.

Site Suitability for Lizards and Process

- 3.7. To determine suitability, NZTA would commission suitably qualified herpetologists and ecologists to undertake survey of the area and if suitable, undertake habitat enhancement. Canterbury grass skink habitat includes areas with low growing divaricating shrubs and grasses, refugia in the form of wood piles, stone piles, thick, rank grassland, and open areas to bask.
- 3.8. An example of this habitat can be found in the south of the District. Pāmu (formerly Landcorp) developed a site for lizards in collaboration with local schools. A paddock area was planted with native species and refugia created in the form of stone piles which have been dug into the ground (Figure 1). This development has seen an increase in the lizard population even without any pest control.



Figure 1. A recent planting event with local schools creating lizard habitat in the south of the Waimakariri District by Pāmu (Landcorp). The area contains native plants and stone pile refugia (Photos from RNZ).

- 3.9. Following translocation, the area would be managed and monitored by NZTA for a number of years. This is likely to be a minimum of 2 years but the precise timeframe will be informed by the site and project needs. This information and the precise details for enhancement and management/monitoring would be recommended by the herpetologist and detailed in a Lizard Management Plan (approved by DOC).

Reserves Level of Service and Kaiapoi Lakes Concept Plan

- 3.10. Although the precise details for the enhancement of a receptor site cannot be fully determined, it is likely that the area would be subjected to weed clearance, planting enhancements (low growing, divaricating shrubs and grasses), refugia creation such as rock piles buried into the ground to create shelter and protection from disturbance, and predator control.
- 3.11. The Kaiapoi Lakes Concept Development Plan (Appendix i) written in 1997, outlines the proposed development and enhancement trajectory for the area, including the funding. The north west lake (the area of interest for NZTA) is the final lake to be developed and is stated as being an “opportunity for the recreation of some of the original ecosystems”.
- 3.12. The Waimakariri Natural Environment Strategy stipulates that the area of reserve land planted with indigenous species be increased each from the 2023 baseline of 2.7%. A further level of service notes that there is to be an increase in the number of key indicator species in parks. Enabling the enhancement works would assist in achieving these agreed levels of service.

- 3.13. In addition, the enhancement works proposed align with the purpose of the reserve with weed clearance and planting enhancements. Therefore, should the collaboration be approved, the ongoing maintenance costs of the area would not exceed those already intended for the area once NZTA hand the reserve back to Greenspace for management.

Financing

- 3.14. Council have budget of \$207,908 identified in the 2025/2026 annual plan (and referred to in the Kaiapoi Lakes Concept Development Plan, Attachment i) to develop the most northern area which currently contains a wetland surrounded by rank grassland.
- 3.15. The cost of enhancement, monitoring and management for the time agreed in the Lizard Management Plan would be the responsibility of NZTA should they develop the area as a lizard receptor site. This would negate the need for the development fund (either completely or partially) earmarked in the annual plan 2025/2026.
- 3.16. Once NZTA have fulfilled their obligations for monitoring of the lizards and management of the reserve area under the Lizard Management Plan, responsibility will be transferred to Waimakariri District Council (WDC). It is anticipated that maintenance will be standard reserve maintenance as proposed for the area in the Concept d and not require any specialist input above that expected for other natural reserves in the District.

4. ISSUES AND OPTIONS

- 4.1. Currently, NZTA and Wildlands are in the scoping stage of the project. As information is gained on the population size for relocation and the potential options for receptor sites, the Lizard Management Plan will be formed. Therefore, there is the option for Greenspace staff to engage with NZTA and to gain clarity regarding use of reserve before approval to use the land can be sought. Example questions to be asked of NZTA include:
- 4.1.1. Will NZTA use the whole reserve space as a lizard receptor site?
 - 4.1.2. What is the intended time frame for creation of the area and subsequent management and can WDC have input into this?
 - 4.1.3. Can WDC have input on the development of the area with regard to layout, feature creation, planting scheme etc?;
 - 4.1.4. Are there any uses of the reserve area that will not be allowed once the lizards have been translocated?
 - 4.1.5. Are there any special maintenance requirements for the area that WDC currently does not undertake in natural reserves and therefore produce an extra cost for ongoing operations?
 - 4.1.6. Is there scope to provide sensitive signage about the area to enable education and a further connection to site?
- 4.2. The Community Board has the option to approve the initial scoping of the Kaiapoi Lake undeveloped area as a potential receptor site. If approved, Greenspace will engage with NZTA to gain clarity on the potential proposals for the reserve and return to the Community Board for further approvals or discussions.
- 4.3. Should the Community Board not approve the investigative engagement, the reserve area will be developed using the available funds in the annual plan 2025/2026 and designed and managed by Council staff in the coming years.

Implications for Community Wellbeing

- 4.4. The development of the northern area of Kaiapoi Lake is already established as an asset that could provide recreation and biodiversity enhancement to the area. Should NZTA use the area for the lizard translocation project, the area would be developed within a shorter timeframe than currently scheduled and completely or partially negate the need for funding outline in the annual plan 2025/2026.
- 4.5. The development of the northern lake area will provide opportunities for connection with nature and provide visibility of indigenous plants and species. This type of interaction is known to be beneficial to community wellbeing and is captured in the “Connecting People and Nature” strategic direction in the Waimakariri Natural Environment Strategy.
- 4.6. Should the site be developed as a lizard receptor site, the area could be used as an exemplar or educational tool for local community and developers.
- 4.7. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū may have an interest in the subject matter of this report, particularly where projects are attempting to enhance biodiversity values which are aligned to Te Ao Māori.

5.2. Groups and Organisations

There are no specific groups that will be affected by the recommendations of this report.

5.3. Wider Community

The wider community is likely to have an interest in the subject matter of this report. The Kaiapoi Lake area will not require a change in land status designation or use but will be ecologically enhanced, providing ecosystems services and the opportunity for nature connection.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

If the proposals for the area are acceptable and the land is developed as a lizard receptor site, the works at the Kaiapoi Lakes site would be entirely funded by NZTA and maintained for a number of years as yet to be determined.

Should the opportunity not be approved, the designated funds of \$207,908 would be used to develop of the area for recreation and biodiversity gain as intended in the Concept Development Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report have positive impacts for sustainability and/or climate change impacts through the protection and enhancement of indigenous biodiversity. By area will be developed sensitively to maintain the wetland and open water feature which will be sequestering carbon from the atmosphere.

In addition, the planting of further woody species into the reserve will allow for further carbon sequestration and support biodiversity.

6.3. Risk Management

There are not risks arising from the approval of the recommendations in this report.

6.4. Health and Safety

There are no health and safety risks arising from the approval of the recommendations in this report. It is for approval of further investigation only and does not approve any physical works.

7. **CONTEXT**

7.1. **Consistency with Policy**

7.1.1. This is not a matter of significance in terms of the Council's Significance and Engagement Policy however is in line with existing biodiversity strategies and plans including;

1.1..1. Aotearoa Biodiversity Strategy (2020) –Goals – “10.7.3 Indigenous species have expanded in range, abundance and genetic diversity and are more resilient to pressures, including climate change”, “12.6.1 Indigenous vegetation planting is standard practice in urban areas, riparian zones, agricultural buffers, transport corridors and other areas” and “12.6.3 Infrastructure and urban design are delivering increasing benefits for indigenous biodiversity”

- Waimakariri District Plan (2023) – ECO – P4 “Maintain and enhance indigenous vegetation and habitats of indigenous fauna that do not meet the significance criteria”.
- Waimakariri Natural Environment Strategy (2024) – the project fulfils the strategic direction of connecting people and nature and enhancing the ecological integrity of the environment.

7.2. **Authorising Legislation**

7.2.1. National Policy Statement for Indigenous Biodiversity (2023):

“Local authorities must promote the resilience of indigenous biodiversity to climate change, including at least by.... maintaining and promoting the enhancement of the connectivity between ecosystems, and between existing and potential habitats, to enable migrations so that species can continue to find viable niches as the climate changes.”

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report. The wider project will deliver in all of the four values of the community outcomes (see below).

Relevant Community Outcome Values	Northern Kaiapoi Lakes
Social - <i>A place where everyone can have a sense of belonging..</i>	
<ul style="list-style-type: none"> • Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities. • Our community has equitable access to the essential infrastructure and services required to support community wellbeing. 	<ul style="list-style-type: none"> • The open space offers ecosystem services around physical and mental health and wellbeing. • The pond and reserve are accessible to the community.
Cultural - <i>where our people are enabled to thrive & give creative expression to identity & heritage..</i>	
<ul style="list-style-type: none"> • Public spaces express our cultural identities and help to foster an inclusive society and the distinctive character of our takiwā / district, arts and heritage are preserved and enhanced. 	<ul style="list-style-type: none"> • The area will be planted with native species and protect our native fauna.
Environmental - <i>that values and restores our environment...</i>	
<ul style="list-style-type: none"> • Land use is sustainable; biodiversity is protected and restored. • Our communities are able to access and enjoy natural areas and public spaces. 	<ul style="list-style-type: none"> • The project will protect and restore biodiversity values. • Nature connection will be increased.
Economic	
<ul style="list-style-type: none"> • Enterprises are supported and enabled to succeed. • There are sufficient and appropriate locations where businesses can set up in our District. 	<ul style="list-style-type: none"> • The project is a collaboration with NZTA which aims to create effective links and less through traffic in our towns, creating a safer and appealing environment for business.

7.4. **Authorising Delegations**

Kaiapoi Tuahiwi Community Board has the delegations to approve and accept the recommendations in this report.

WAIMAKARIRI DISTRICT COUNCIL



KAIAPOI LAKES CONCEPT DEVELOPMENT PLAN *NGA TAPUWAE O MUA* (footsteps of the past)



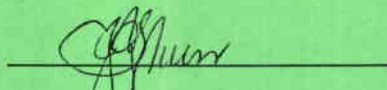
JUNE 1997

KAIAPOI LAKES CONCEPT DEVELOPMENT PLAN

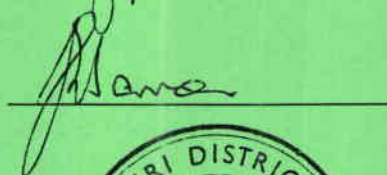
ADOPTED BY THE WAIMAKARIRI DISTRICT COUNCIL
ON MONDAY 23 JUNE 1997

WAIMAKARIRI DISTRICT COUNCIL

MAYOR:



DISTRICT SECRETARY:



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1. INTRODUCTION

1.1 PURPOSE AND SCOPE OF THE PLAN

This concept plan has been prepared by the Waimakariri District Council to provide a positive direction for the progressive development of the Kaiapoi Lakes over a number of years. This planned approach will ensure a high quality recreation resource is developed which is responsive to the recreation needs of the Kaiapoi and wider community and enables land which has been extensively mined for shingle to be attractively restored.

For the purposes of this concept plan, Kaiapoi Lakes shall be treated as a Recreation Reserve under the Reserves Act 1977. This plan shall therefore incorporate and ensure compliance with the principles set out in the Act.

This concept plan has been prepared having regard to:

- the development of the area to date
- public submissions
- the likely future development of Kaiapoi town
- the anticipated future recreation needs of Waimakariri District residents.

It contains a description of Kaiapoi Lakes as well as an outline of how it is intended to develop the land in the future.

The concept plan will be used to form the basis of a draft Reserve Management Plan at a later date. At this point, probably once the reserve has been significantly developed and is beginning to be more widely used, the concept plan will be expanded to incorporate the management objectives and policies that are required in a reserve management plan.

1.2 PLAN REVIEW

This concept plan will be subject to ongoing review to ensure its continued relevance, as the circumstances affecting the development of the park change.

Minor adjustments to the concept plan will be able to be made through the ratification of these by the Waimakariri District Council. Any major changes in direction will require public notification and an appropriate submission period.

2. BACKGROUND INFORMATION

2.1 LEGAL STATUS

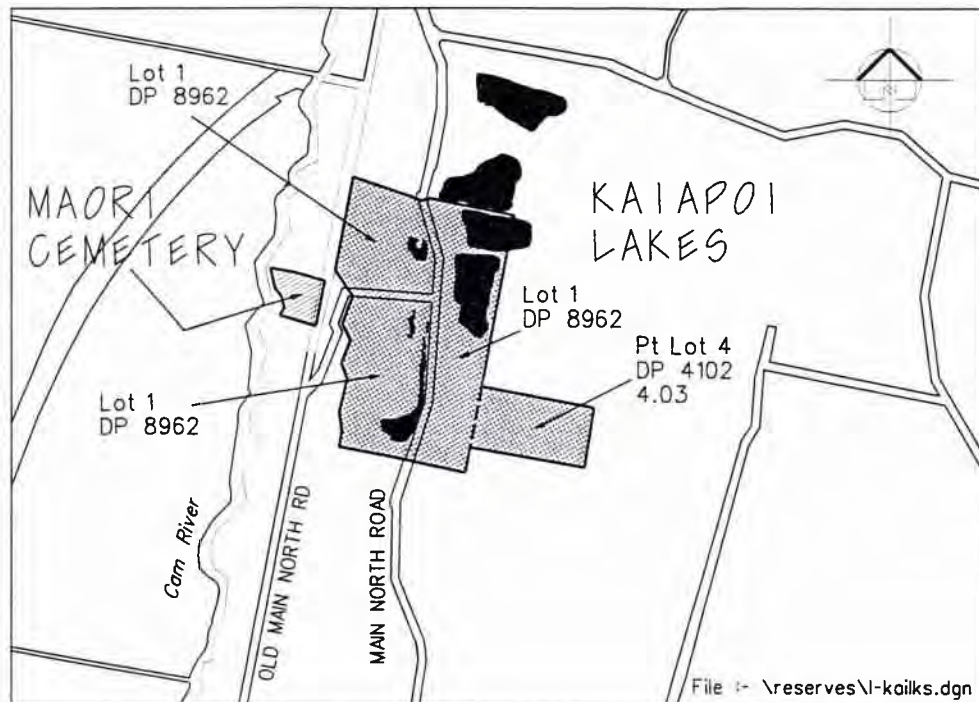
Kaiapoi Lakes is land held as fee simple by the Waimakariri District Council.

Legal Description: Lot 1 DP 8962 contained in Certificate of Title 426/68 held for the purpose of a night soil depot.

Pt Lot 4 DP 4102 contained in Certificate of Title 39D/121 and held for public utility purposes.

Gazette Reference: DP 8962 - Gaz 1902 p 338, Gaz 1930 p 785
DP 4102 - Gaz 1987 p 5682

Valuation Reference: 21611-21400.



2.2 AREA

Lot 1 - 21.3572 hectares)	
)	25.3872 ha in total
Pt Lot 4 - 4.0300 hectares)	

2.3 LOCATION, ZONING AND ACCESS

Kaiapoi Lakes is located at the northern end of Kaiapoi, 2 kms from the town's main centre. The reserve is bisected by the Main North Road which joins up with State Highway 1, 0.4 km to the north-west. The lakes are just 15 minutes north of Christchurch if travelling by vehicle.

Other significant recreation facilities such as the Kaiapoi Golf Course, Cam River, Balmoral Function Centre, and Pineacres Holiday Park, Motels and Restaurant are located nearby. The Ngai Tahu Kai A Te Atua Cemetery, the burial place of several influential local Maori elders, adjacent to the reserve is an important historical and cultural feature of the area. The cemetery is thought to be one of the oldest cemeteries in North Canterbury.

The land to the east of the lakes is divided into larger farm units. A number of smaller sections to the south and south-west of the reserve area have been developed as rural residential properties. There are two privately owned lakes immediately north of Kaiapoi Lakes. Residential housing is located further north along Lees Road. The area around the lakes has been identified in the Waimakariri District Council's Draft District Development Strategy as suitable for future residential development. Interest has already been expressed by developers in pursuing this further.

Kaiapoi Lakes is designated for recreation purposes with an underlying zoning of Rural B in the operative Rangiora District Plan section of the Waimakariri District Transitional District Plan. Reserves are permitted activities in this zone.

The District Plan states that the lakes shall be developed as a "future public recreation reserve generally in accordance with Appendix B". (Refer to Appendix 6.3.) Appendix B shows the area developed with a lake, playing fields, passive recreation area, picnic and camping area.

The concept plan contained within this document is generally in accordance with Appendix B as required although sports fields and camping facilities are no longer thought to be appropriate here.

The current District Plan includes a recreation reserve designation on a strip of land immediately behind the eastern boundary of the site. This strip continues north to Lees Road and runs up to the back boundaries of the residential properties located on the eastern side of the Main North Road. (See appendix 6.2.) The Rangiora District Council reluctantly agreed to uplift the designation in 1988 as the land was considered to be unaffordable. This has not been actioned as yet.

Although the lakes are primarily accessed from the Main North Road, they can also be accessed from the Old Main North Road.

2.4 HISTORY

Pre European History

In pre European times the area now occupied by Kaiapoi Lakes was well inhabited. The Kaiapohia Pa nearby to the north was the main settlement for the Ngai Tahu in the central South Island. Surrounding the fortified Pa were many Kaianga (villages) which

traded their produce with each other and the Pa. Several gardens (Pakiaka, Te Wera, Te Koau and one Kaianga (Te Rakiwhakaputua) were in the immediate vicinity of the Lakes.

This life of trade with the Pa continued until the battles with Te Tauparaha in the early 1830's. After repelling him in early attacks the Pa site was eventually put under siege and sacked. From this point the local population was greatly reduced and most people moved away to the current settlement at Tuahiwi.

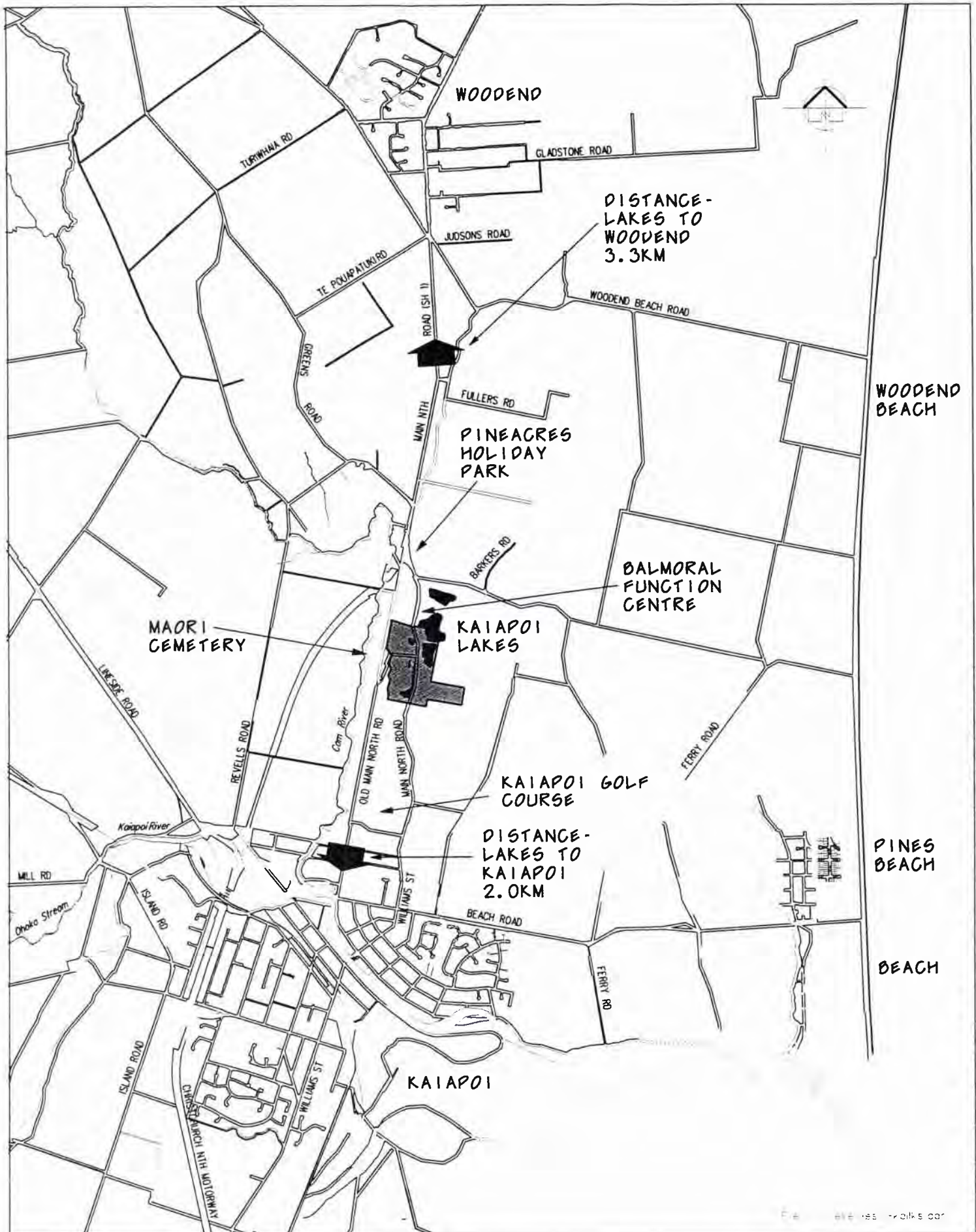
- 1902 Kaiapoi Lakes (referred to as Reserve 120) was owned by the Crown and administered by the Kaiapoi Borough Council. An application was made by the Council to the Crown to change the purpose of the land from public domain to night soil depot and gravel pit. This change was approved and gazetted and the land used for the above purposes.
- 1930 The land title was transferred from the Crown to the Kaiapoi Borough Council to be held in trust. The intention to extend the Black Track through the land to the Main North Road was also gazetted at this time, although this work was never proceeded with.
- 1930 Pinus was planted on the eastern half of the site by the Kaiapoi Borough Council to raise future revenue.
- 1930 The western part of the reserve was also used as a night soil depot and rubbish dump but on a smaller scale. The Council also planted this area in Pinus during the 1930's.
- 1956 The Kaiapoi Borough Council ceased extracting gravel for borough purposes after granting a licence to the Petrous Tile Company (known locally as Kaiapoi Sand & Shingle Supplies) to extract minerals from the eastern portion of the reserve.
- 1956 As mineral extraction increased the Council felled the mature trees on the site.
- 1956 Use of the land as a night soil depot was disbanded when reticulation was substantially completed in the Kaiapoi Borough.
- 1964 Certified Concrete Ltd took over the lease from the previous company operating on the site. Mining changed from coarse metal extraction to the extraction of sand and gravel essential to the building industry.
- 1964 Certified Concrete Ltd's lease was renewed until 1972 with provision for future renewal.
- 1970 The trees on the western part of the site were felled after reaching maturity.
- 1972 The Kaiapoi Borough Council extended Certified Concrete Ltd's lease to mine the site until 1978 with provision for future renewal. The company advised the Council that extraction would be transferred shortly to the western part of the site.

- 1972 After receiving objections from people opposed to mining being carried out west of the Main North Road, the Rangiora County Council (Kaiapoi Lakes was located in the Rangiora County) advised Certified Concrete Ltd that its works on the site were contrary to the provisions of the Town and Country Planning Act and that an application for a change of use would need to be made.
- 1973 After some debate between the Kaiapoi Borough Council and the Rangiora County Council, the Rangiora County Council put a petition to a Parliamentary Select Committee asking for the purpose of the western part of Reserve 120 to be changed from night soil depot and gravel pit.
- 1974 The Select Committee made no recommendation with regard to the difference of opinion between the Kaiapoi Borough Council and the Rangiora County Council as it believed the Rangiora County Council had not fully utilised the forms of law open to it concerning the dispute.
- 1975 The Kaiapoi Borough Council applied to the Rangiora County Council's Town Planning Committee for a change of use. After a public hearing this was granted subject to a number of conditions.
- 1975 Certified Concrete Limited proceeded to extract sand and gravel from the western side of the site.
- 1979 Certified Concrete Ltd's lease was renewed until 1986.
- 1985 Certified Concrete Ltd signed their extraction licence over to Firth Industries Ltd.
- 1986 Firth Industries Ltd licence was renewed for seven years.
- 1987 The Kaiapoi (Waimairi) Model Yacht Club was given town planning approval to be based at Kaiapoi Lakes in April 1987 by the Rangiora District Council. The Club successfully carried out its activities for a number of years until prolific weed growth in the Lakes forced members to relocate in 1995.
- 1989 The ownership and control of Kaiapoi Lakes was transferred to the Waimakariri District Council upon amalgamation in October 1989.
- 1993 Firth Industries Ltd licence was renewed for a further seven years.
- 1996 Winstone Aggregates Ltd took over the management of Firth Industries Ltd. Their current extraction licence is due to expire in September 2000.

2.5 CONTROL AND MANAGEMENT

Kaipoi Lakes is owned and directly managed by the Waimakariri District Council.

2.6 LOCATION MAP



3. RESOURCE INFORMATION

3.1 GENERAL CHARACTERISTICS

Kaiapoi Lakes is divided into three distinct areas by roading and the predominant uses made of the site to date. The landscape of the site is disjointed with each of the three areas having its own special character.

1 Existing Lake

The large lake on the eastern side of the road is a result of previous extraction work. It is divided in two by a tree lined causeway and has some low informal planting around its edge. An open grassed area fronts onto the road.

Overall, a pleasant environment is created by the birdlife, mature trees, tranquillity of the lake and naturalness of its surrounds.

2 Sand Extraction Area

A large proportion of the block of land to the west of the Main North Road is being leased for sand extraction. The block is divided into two fenced excavation areas by Cemetery Road.

The site is in various stages of completion with water filled pits, mounding along the Main North Road frontage, flat open areas and sand mounds.

A strip along the western side of the site where the ground is unmodified shows the natural undulating sand dune type topography. This is currently planted with pine trees and scrub.

3 Refuse Area

The land in the south-east corner of Kaiapoi Lakes has been greatly modified as a result of its use as a refuse area. Two capped refuse mounds face onto the road. A third mound further away from the road is nearing completion and will need to be capped.

The northernmost half of the refuse area has recently been redeveloped as per Stage 1 of the implementation plan (refer to page 24). This has involved recontouring, grassing, planting and the development of a pathway which runs from the road to the top of the mound. The overall effect is a pleasantly shaped, raised open grassed area, planted with NZ tussocks and low native shrubs and bordered by mature trees.

The southern half of the area is still being used as a refuse area. It is proposed that this will close within the next five years.

The site presents a variety of potential landscapes with wetland, sand dune, open water areas as well as large open areas. The elevation of the capped mounds also allows views out of the site.



Lake with tree-lined causeway across the centre



Area still being excavated

3.2 HISTORICAL FEATURES

- Kaiapoi Lakes is located in an area which contains the highest concentration of recorded archaeological sites in Canterbury.

Chris Jacomb from the Canterbury Museum was commissioned by the Council in June 1995 to carry out an archaeological survey of the reserve.

An archaeological site identified on the western side of the site in 1978 could not be found and it is thought this may have been destroyed by quarrying activities. The remains were found from two other sites. These were not recorded as they were also thought to have been predominantly destroyed.

A significant site was found close to the reserve in between the Maori Cemetery and the Cam River and has now been assigned an NZAA site number.

It is thought that other significant archaeological sites are likely to be located at Kaiapoi Lakes. These would only be in the relatively small area of property not severely modified by quarrying and would be likely to be well beneath the current surface, concealed by a sand overburden.

- The northern end of the Old Main Road which runs into the western side of the site is thought to be the location of the original Black Track. This was a path through the sand dunes and low lying swamp land used by local Maori and then by early European Settlers.

3.3 FACILITIES AND IMPROVEMENTS

Kaipoi Lakes contains the following facilities and improvements.

1 Existing Lake

- A small (half sunken) floating platform with steps down to it is located on the west side of the lake.
- A small tin long-drop toilet is also located here (erected by the Waimairi Model Yacht Club).
- Stock fencing runs around the boundary. Three wooden stiles for public access are spread out along the road side of the fence. Locked Hurricane wire gates towards the south end of the lake provide vehicle access.
- A tall wooden structure is located just inside the fence also towards the southern end of the lake. This may have once been used to display club signs.

2 Sand Extraction Area

- A filtration plant and service shed owned by Winstone Aggregates Ltd is located on the north-west part of the site.
- A gravel track connects the filtration plant with the area currently being worked on the south-west part of the site.
- Stock fencing runs around the boundary of the site, separating excavation areas from all road areas.

3 Refuse Area

- A fenced recycling compound with a shed, steel press, standard recycling facilities, collection of recyclable items, soil for sale and compost is located near the entrance of the refuse centre.
- The refuse site is served by a gravel road which runs through the recycling area as well.
- A 1.8 metre high mesh fence surrounds the existing refuse site.

3.4 SERVICES

Power

The site has above ground wiring following both roads through the site. An overhead connection runs from the Old Road north to the filtration plant. An underground connection runs from the road boundary south of the refuse centre entrance to the recycling compound shed. The compound is lit from a pole west of the shed.

Telephone

There is an underground cable running along the western side of the Main North Road road reserve.

Water

A water main runs along the eastern side of the Main North Road road reserve. From this a pipe runs off past the recycling shed to the current refuse area's entrance in line with the north-east boundary.

3.5 CLIMATE

Like most of Canterbury the Kaiapoi Lakes area receives its strongest winds from the north-west, typically dry and hot during spring and summer. Rain is usually delivered by south-westerlies during the cooler months (June, July) and approximately 700 mm falls on between 80 and 90 days each year, although there is a high level of variability from year to year. Rare easterlies deliver very poor weather.

Ground frosts occur on between 65 and 75 days per year, with the annual average minimum temperature around -5°C. Temperatures can rise into the mid and high 30s and the annual average maximum is 33°C. The average temperature is approximately 11°C.

3.6 SOIL

In the unmodified parts of the site the soil is Waikuku Complex, an excessively drained Class 111b soil. A general description is 75mm of friable topsoil on yellowish brown, loose sand. This soil erodes quickly after cultivation.

The modified parts of the site can be broken into two soil types. The completed refuse mounds have a compacted clay capping with varying thicknesses of other soil. Total cover varies from 150mm to 300mm. The remaining modified areas consist of tailings from the sand extraction operation (fine pea gravel) with some buried hard fill. This

layer varies in depth from 3 m in the west to 10 m in the south-east. Sand mounds screen the sand extraction operation from the road.

3.7 WATER QUALITY

The water in the existing lake has not been recently tested but it is thought that it would not be of a sufficient quality for drinking or bathing given the proximity of the land fill refuse operation.

A large amount of weed growth is currently present in the lake. Some of these weeds grow 6 metres or so up to the surface from the lake bottom.

3.8 VEGETATION

The planting on the site is generally low quality, utilitarian and weed species.

Around the refuse area is a shelter planting of young pines. Mature pines surround the southern two thirds of the southern capped mound. *Macrocarpas* run intermittently north south on either side of the northern capped mound. This area has recently been planted with NZ tussocks and other low native shrub species.

The lakes are surrounded on three sides with willows which have a naturally occurring understorey of scrub and flax. There are also margin plants such as raupo at the lake edge.

The excavated area is weed covered where there is no surface water.

Pine trees and scrub cover the unmodified western side of the site.

3.9 FAUNA

The Canterbury Ornithological Society regards the Kaiapoi lakes as being a safe haven for waterbirds, some of which are considered to be quite rare.

The dense vegetation surrounding the lake provides cover for the birds to hide and an anchor for the nests of some species. Public access has been prohibited from the bird protection area at the southern end of the lake.

In July 1994 the Society provided the Council with a list of 31 bird species that they had recorded as being present at the Kaiapoi Lakes. These are as follows:

Australasian Coot * +	Fantail *
New Zealand Scaup * +	Welcome Swallow *
New Zealand Shoveler * +	Girll Bunting * +
Grey Teal +	Yellowhammer *
Black Swan *	Goldfinch *
Mallard and Grey Duck *	Greenfinch *
Black Cormorant	Chaffinch *
Little Cormorant +	Dunnock *
Pukeko *	Thrush *
White-faced Heron	Blackbird *
California Quail *	Harrier
Kingfisher +	Magpie *

Spurwing Plover *
 Shining Cuckoo * +
 Grey Warbler *
 Silvereve *

House Sparrow *
 Redpoll *
 Black-backed Gull

Key

* Breeding

+ Rare or uncommon

The ecosystem of the lakes could be described as a typical pond ecosystem with no known native fish population apart from eels (*Anguilla* sp.) which have generally resulted from introductions by eel fishermen.

The acclimatised fish species Tench (*Tinca tinca*) have been introduced to Kaiapoi Lakes for recreational fishing. These fish have spawned so successfully, the lake now holds the largest population of Tench in Canterbury.

Another sports fish, Rudd (*Sardinus erythrophthalmus*) is also present in the lake although it is considered to be a noxious fish in the North Canterbury district. For this reason the North Canterbury Fish and Game Council is seeking to limit the Rudd population in both distribution and numbers.

The North Canterbury Fish and Game Council is in the process of introducing another species of coarse fish, Perch (*Perca fluviatilis*) to the lake. This introduction is designed to serve the following three purposes:

- (i) To provide an additional species for the sport of coarse fishing.
- (ii) To provide an additional predator species that may assist in limiting the Rudd population in the lake.
- (iii) To provide an opportunity to study Perch, Tench and Rudd in a small closed environment, to further the North Canterbury Fish and Game Council's knowledge on the interaction of these species in New Zealand. This information is thought to be useful in assessing future coarse fishery opportunities.

An initial liberation of 50 tagged fish into each half of the lake is envisaged. A monitoring programme will then be put in place to assess the success of the release.

The introduction of Perch may affect the Tench population due to predation on juvenile Tench, but the North Canterbury Fish and Game Council and the Canterbury Float Fishing Club both feel this risk is acceptable.

The North Canterbury Fish and Game Council has designated Kaiapoi Lakes "catch and release waters". This means that any "sports fish" caught at the lakes must be immediately released back into the water with as little injury as possible. Signs to this effect have been erected on the road boundary fence of the existing lake. A licence is also required to fish for all sports fish.

4. CURRENT RESERVE USE AND ISSUES

4.1 CURRENT USE

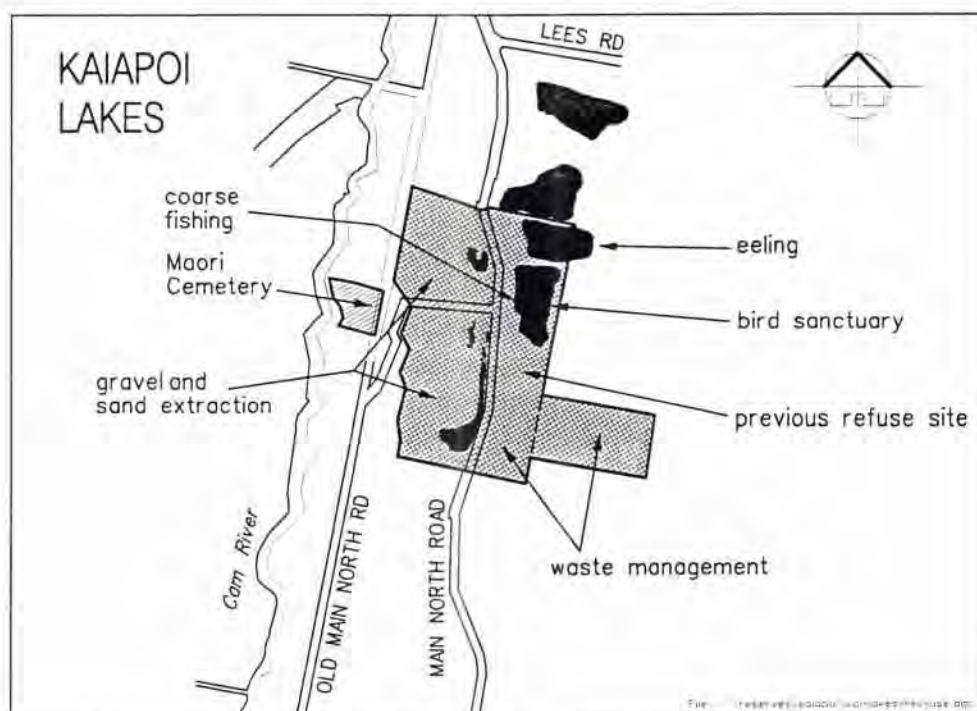
Kaiapoi Lakes is at present an under-utilised and largely undeveloped resource.

Current users are as follows:

- The Canterbury Ornithological Society has a keen interest in the existing lake.

In 1994 the Society concluded a two-year study of two important waterbird species (NZ Scaup and Australasian Coot) which breed at Kaiapoi Lakes.

- The North Canterbury Fish and Game Council have an interest in Kaiapoi Lakes as a Discrete Coarse Fishery.
- The Canterbury Float Fishing Club currently uses the accessible shores of the existing lake for coarse fishing.
- The Waimakariri District Council uses the south-east part of the site for waste management.
- Winstone Aggregates Ltd lease the western half of Kaiapoi Lakes for gravel extraction purposes.
- A private individual also currently holds a lease with the Waimakariri District Council for eel farming in the lake. This is renewed annually.



4.2 CONFLICTS OF USE

Refuse Centre/Recreation Area

Rubbish from the refuse area has in the past blown around the reserve polluting the lake and detracting from the attractiveness of the site.

Coarse Fishing/Bird Sanctuary

There is potential for conflict between the need of people fishing to gain access to the lake and the need of breeding birds to have undisturbed habitats.

Quarrying/Disturbance of Archaeological Sites

Mining the land has disturbed some archaeological sites.

4.3 IMPACT ON NEIGHBOURHOOD

- The existing lake adds to the tranquil atmosphere and attractiveness of the local environment.
- Some residents living close to the area previously worked by Firth Industries Ltd have in the past been unhappy about the noise, dust and mosquitoes resulting from the sand extraction operation.

4.4 RESERVE SIGNIFICANCE

- To date the reserve has been a significant site for mining. The land contains a type of fine gravel and sand that is relatively scarce (not found elsewhere in Canterbury) and which is very important to the building industry for concrete manufacture, mortar products and plastering.
- The existing lake is a significant breeding ground for rare waterbird species. These birds attract international visitors to the area.
- The lake is also a significant site for coarse fishing. As the disused gravel excavation pit is a closed system, it provides an ideal site for acclimatised fish. If released into other water habitats, these fish can cause regulatory problems and conflicts with salmonid species and fishermen. The North Canterbury Fish and Game Council has therefore established a Discrete (species limited to coarse and native fish) Coarse Fishery at Kaiapoi Lakes.

4.5 MANAGEMENT CONSIDERATIONS

Reserve Maintenance

Keeping the existing lake area well maintained has been a problem in the past.

Previous Commitments

The Council is obliged to honour the lease agreement with Winstone Aggregates Ltd when considering the future development and management of Kaiapoi Lakes.

The term of the lease is not due to expire until 26th September 2000.

5. PROPOSED FUTURE DEVELOPMENT AND RELATED ISSUES

5.1 THE PROCESS USED TO DEVELOP A CONCEPT PLAN FOR THE RESERVE

A draft concept plan was prepared for Kaiapoi Lakes by Davie, Lovell-Smith & Partners in 1980 and incorporated into the Rangiora District Council's District Plan.

The idea of developing a new concept plan for Kaiapoi Lakes was mooted after a request was received from the Kaiapoi Community Board for the area to be generally made more presentable.

It was thought that a development plan would provide positive direction for any work to be carried out.

The landscape architect firm Earthwork was contracted by the Council in May 1993 to develop a concept plan for Kaiapoi Lakes. This work was overseen by a Waimakariri District Council staff planning group.

The group decided to contract a journalist to prepare a full page newspaper spread on the project to ensure the detailed concept plan information was presented in an interesting and reader-friendly way. This was published in the Northern Outlook on Monday June 20th 1994.

Press releases and advertisements notifying the public of a meeting and calling for submissions were published in several newspapers. Interest was also expressed in the project by CTV and TV3.

All groups and individuals thought likely to have an interest in the development were sent copies of the plan and an invitation to attend the public presentation.

Because of the history of the site and the proximity of the Maori Cemetery one of the groups identified early on in the project as a significant party was the Te Ngai Tuahuriri Runanga Inc. Contact was made with Rikihia Tau who assisted Earthwork to incorporate Maori history into the concept plan and named the project "*Nga Tapuwae O Mua*" (footsteps of the past).

In June 1994 Te Ngai Tuahuriri Runanga Inc appointed Te Maire Tau as official Maori Advisor to the project.

The public meeting held in Kaiapoi on 4 July 1994 to outline the concept plan, provide an opportunity for questions to be asked and feedback to be obtained was well attended. Although there was some opposition to the proposal to develop a walkway along Lees Road linking Kaiapoi Lakes and the beach and the proposal to remove the causeway dividing the existing lake, overall the draft concept plan was well supported.

Written public submissions closed on August 1st 1994 and seven were received. Five of these were from organised groups and two were from individuals.

The main issues arising from the written public submissions were the conflicts between the requirements of the Canterbury Float fishing Group and the birdlife, the proposed Lees Road walkway, the removal of the causeway, the plans to reshape the existing margins of the lake and the need for an archaeological survey to be carried out prior to any construction work being started.

Submitters were invited to speak to their submissions at a WDC Services Committee Meeting held on 3rd October 1994. At the meeting the Council passed the following resolutions:

- (1) **THAT** the Kaiapoi Lakes Concept Plan be modified as follows:
 - (a) That the existing lakes on the eastern side be primarily developed as a bird sanctuary.
 - (b) That the causeway on the western side of these lakes be retained.
 - (c) That there be minimal disturbance of the existing lakes and reshaping of the margins restricted to that required for safety and aesthetic purposes.
 - (d) That the north-western most lake be primarily developed in the future for use for coarse fishing.
 - (e) That the paragraph in the plan about the "link to the beach walkway" be removed and a general statement inserted about the potential of linking the area up to a number of walkways, the possibilities of which have yet to be investigated, be inserted instead.
- (2) **THAT** the modified Kaiapoi Lakes Concept Plan be adopted for implementation.
- (3) **THAT** an archaeological survey of the site be carried out prior to any site works being started.

5.2 DESIGN AIMS OF THE CONCEPT PLAN

1. **To create a recreation facility that complements those already available in the area.**

It was decided that there were already a number of opportunities available for organised sport in Kaiapoi. Given this and the nature of the development of Kaiapoi Lakes to date, it was thought that the area would be best used to provide opportunities for less formal recreation, such as biking, walking, picnicking and boating. These would be integrated with the current use made of the lakes for coarse fishing, and by wildlife.

2. **To use the reserve as an opportunity to introduce some of the natural and human history of the area.**

The plan aims to highlight both the extensive Maori and early European history of the area.

Kaipoi was extremely important to Maori with the Kaiapohia Pa being the main settlement of the predominantly Ngai Tahu residents of the central eastern South Island.

The Kaiapoi Lakes area was the site of several kumara growing gardens and the satellite village, Te Rakiwhakaputa, which traded with the kaiapohia pa.

Kaiapoi was also important for the first European visitors and settlers. The time of these visits is very close to some of the major events of Maori history in the area which adds to their significance.

Design features such as kumara gardens, raised storage platforms, mock palisades, a kaianga (small village), cooking pits, manuka fences, pathways, sculpture and information boards will reflect this history.

A greater variety of ecosystems used to exist in the area than at present. These included swamps, sand dune communities, estuarine meadows and native forests.

Unfortunately there is not much vegetation that exists now that is indigenous. However, the landforms left from the sand extraction and refuse operation offer a wide variety of micro climates and soils. These provide the opportunity for the recreation of some of the original ecosystems. Plants that depict the different plant communities that once existed in the area will be used

As well as serving as a design theme for the reserve, this historical approach will enable the reserve to have an educational and conservational role.

3. **To make the reserve an integral part of a network of pedestrian and cycle linkages to serve Kaiapoi in the future.**

Although not specifically part of this concept plan, the potential was recognised for walkway links along the Cam River, the Old Main North Road, east to future residential development and to the Waikuku Beach Walkway (Pegasus Bay Walkway).

The development of Kaiapoi Lakes will do what is possible to promote and accommodate these linkages.

5.3 MAIN FEATURES OF THE CONCEPT PLAN

(Refer to Masterplan.)

1. **Existing Lake**

The existing lake to the east of the Main North Road will be altered very little. The main changes planned are the development of better facilities for existing users. These include a car park, a viewing platform, and hand rail area and a bird watching area. Existing planting will be managed and further planting carried out to provide additional shelter and nesting materials for the birds.

Beach areas and a jetty will be developed on the western side of the lake to provide easier and safer access to the water for people fishing.

There is a possibility that a pedestrian bridge over the Main North Road near the intersection with the Old Main North Road could be erected in the future to facilitate easier pedestrian flow between the two Kaiapoi Lakes areas.

2. Sand Extraction Area

It is proposed to work with Winstone Aggregates Ltd to ensure that the tailings from the extraction are placed back on site in such a position that the final ground formation provides two lakes and opportunities for picnicking, open space, planting and a variety of lakeside landscapes.

As the north-western most lake will be primarily used for coarse fishing, good access in the form of beach areas and jetties will be provided.

The existing mounding next to the Main North Road will be modified but basically left in position.

Paths linking features will be constructed around both new lakes. Seating and story boards explaining facets of history and nature integral to the park will be located along these pathways.

Some specific features in this area include a history area, kumara garden, central koru courtyard and sculpture.

The Old Main North Road will be left in its current position but a new internal road will be constructed from the east west section of the existing road to the south. A formal car park will be located along this road to service the proposed picnic areas.

All the existing planting will be removed and replaced with native planting and grassed areas.

3. Refuse Area

The design for this area will not be able to be finalised until a decision is made about the location of the transfer station.

A car park is proposed for the top of the northern most mound along with an open grassed area for picnicking. A path links the mound with the existing lake and the recreation area to the east. A lookout similar to that at Kaiapohia Pa is also planned.

The southern mound will be developed as an area of botanical interest. The basic planting, grassing and paths will be put in as part of the initial development. Subsequent botanical development could be undertaken by interested groups.

The eastern mound will be developed as a mountain biking area accessed by a path to the north of the area set aside for the Transfer Station. Allowance will be made for an additional pathway to provide a generous pedestrian/cycle route from the Main North Road to any future residential development to the east of the reserve.

4. Specific Landscape Features

Central Koru

A network of pathways will wind through the park and meet in a central koro shaped courtyard. This is the directory for the park and other points of historical interest in the vicinity. A central circular table points out features and a path around the outside acts as a lookout (see Appendix 6.1 for Concept Detail). Some allowance may have to be made for a possible archaeological site in this location.

History Area

To bring some of the pre-European living conditions to life it is proposed to develop an area which illustrates this. The physical layout of this has not been finalised but will be developed in conjunction with Te Ngai Tuahuriri Runanga.

Kumara Gardens

As this is one of the southern most places kumara was grown, it is proposed to develop a garden similar to those used for kumara production by local Maori. This will create an interesting landscape feature and illustrate the extent of Maori horticulture.

Sculpture

It is planned to integrate the Ngai Tahu kai A Te Atua cemetery with the park and highlight its entrance through the provision of a gathering area and a large outdoor sculpture. A possible theme for this of "Mauri" (the life force) has been suggested.

Walkways/Jetties

In order to get visitors to the park closer to the environments being created a number of walkways and jetties are proposed to carry people over swamps or wet areas and provide access to the lakes.

Bird Observation Area

On the southern part of the existing lake, adjacent to the bird haven, an observation area will be built to better observe the birds on and around the lake. A covered hide, incorporating information boards with details of the birds' life histories and illustrations or photographs to aid identification, will be located here.

Notes

THIS PLAN SHOWS THE PHYSICAL LAYOUT OF PROPOSED FEATURES FOR THE PARK.

- FOR DETAILS OF HOW THE PROPOSALS AFFECT CURRENT USED AREAS, SEE THE PLAN OF PROPOSED USES.
- FOR DETAILS OF THE SAND EXTRACTION OPERATION SEE THE SANDWORKS PLAN.
- FOR DETAILS OF THE PLANTING FOR THE PARK, SEE THE PLANTING REFERENCE PLAN.
- FOR DETAILS OF THE IMPLEMENTATION STAGES AND WORK INVOLVED AT EACH STAGE, SEE THE IMPLEMENTATION PLAN.

ACCOMPANYING THESE PLANS IS AN IMPLEMENTATION GUIDE.

THESE WILL BE A SET OF DETAIL PLANS DRAWN UP FOR EACH OF THE IMPLEMENTATION STAGES.

EACH OF THE EXISTING PLANS HAS A REFERENCE TO THE RELEVANT PART OF THE IMPLEMENTATION GUIDE.

PROPOSED PATH:
LINKS ACTIVE RECREATION AREA WITH EXISTING PARK AND MAIN NORTH ROAD. ALSO BEARS AS PEDESTRIAN/CYCLE LINK TO AND FUTURE SUELOW-DUG DEVELOPMENT.

EXISTING MOUND:
EXISTING DRAINING ACCESS TO BE CHANGING TO FIT WITH PROPOSED TRANSFER STATION ACCESS.

PEDESTRIAN PATH LINKS REAR OF SITE AND MAIN NORTH ROAD. ONE SIDE FOR WALKING (10 CARS), ONE SIDE FOR CYCLING (10 CARS). TOP PLANTED IN TUSsock LAND AND GRASS, SLOPE PLANTED IN NATIVE SHRUBS.

LOOKOUT ON SOUTHWEST CORNER WITH PATH DOWN TO LAKE.

ACTIVE RECREATION AREA:
BASED ON PIONEER EXISTING ACROSS MOUND. AVAILABLE SOIL PLACED ON TOP TO PROVIDE CONTAINING TRACK TO MOUND ACROSS TOP OF MOUND FOR MOUNTAIN BIKES.

PLANTING TO BE TUSsock LAND AND GRASS ON TOP AND FALSBIE NATIVE SPECIES MIXED IN WITH EXISTING PINEFOR STEEP. AND AWEWIT.

ACCESS:
FOR SERVICE VEHICLES FROM THE PROPOSED REFUSE STATION TO THE ACTIVE RECREATION AREA.

PROPOSED REFUSE STATION:
DESIGN BY BECA CATER CONSULTANTS WITH SOME WASTE. PLANTERS PROPOSED PLANTING FOR REFUSE STATION TO BE INTEGRATED WITH PLANTING FOR PARK.

ACCESS:
CROSSING THE PROPOSED ROAD TO THE TRANSFER STATION IS A PEDESTRIAN AND CYCLE PATH WHICH LINKS MAIN NORTH ROAD WITH THE REAR OF THE SITE FOR ANY FUTURE DEVELOPMENT OF THE AREA.

EXISTING MOUND:
TO BE PLANTED IN TUSsock LAND AND GRASS WITH NATIVE NATIVE TREES AROUND FOR SHELTER AND AMENITY. POSSIBLE FUTURE DEVELOPMENT AS AN AREA OF SPECIAL BOTANICAL INTEREST.

THE REAR DEVELOPMENT BASE OF THE EXISTING SCOPE FOR WETLAND PLANTS.

WALKING PATH.

BEACH AREAS:
FOR BARE AND EASY ACCESS TO THE PROPOSED LAKE.

SHALLOWS:

ROAD:
DENYING ACCESS ON GRAVEL ROAD TO A VARIETY OF GRASSED PRAIRIE AREAS.

GRASSED AREAS:
ARE S-DRY RADIALLY DOWN TO PROPOSED LAKE TO ALLOW INFREQUENT RECREATION AND PICTURING ETC.

CENTRAL AREA:
CENTRE OF THIS FEATURE IS A CIRCULAR PAVEMENT DIRECTING PEOPLE AROUND TO DIFFERENT ASPECTS OF THE PARK AND OTHER POINTS OF INTEREST.

COMPLETED OF PAVED AND PLANTED CENTRAL AREA AND CIRCULAR PATH TO LOOK OUT POINTS.

ROAD:
OLD WILSON ROAD (BLACK TRACK) TO REMAIN IN EXISTING POSITION BUT HAVE ROADWAY AND PEDESTRIAN CROSSING PUT WITH SOME SPACE CONSTRAINTS.

SCULPTURE:
TO REPRESENT WAVES, FORMS AND FORM OF LONG VIEW DOWN ROAD.

EXISTING CEMENTARY, KAI A TE APUA NOT TO BE ALTERED.

EXISTING TRACK TO REMAIN.

KUMARA GARDEN A RECREATION OF THIS INTERESTING PIECE OF WAOI HISTORY WILL BE BUILT.

HISTORY AREA TO ILLUSTRATE PRE-EXISTING LIVING CONDITIONS AND AREA WILL BE DEVELOPED THAT SHOWS VARIOUS ASPECTS OF THIS.

LONGLAND AREA FOR WETLAND PLANTS.

RAISED WALKWAY

WALKING PATH

PROPOSED WIDENING: EXISTING SAND MOUNDS WILL BE ALTERED TO FIT PROPOSED LAYOUT.

BEIDGE WILL LINK BOTH SIDES OF THE FORECAST PEDESTRIAN ACCESS.

PROPOSED CAR PARK DEVELOPED FOR EXISTING USES (20 CARS).

EXISTING CAUSEWAY REMAINS.

POSSIBLE NATURAL DEVELOPMENT TO LINK BOTH SIDES OF CHAN RIVER WITH A BRIDGE AT THIS POINT.

Master Plan

Kaia Poi Lakes Park Development



5.5 IMPLEMENTATION

In December 1994, the landscape architect firm 'Earthwork' was engaged to prepare an implementation plan which identified development stages, detailed cost estimates for each stage and design and construction specifications. The Kaiapoi Lakes Park Development Implementation Plan was completed in August 1995 and presented to the 18th March 1996 meeting of the Services Committee. At the meeting the Committee passed the following resolutions:

- (1) That the Kaiapoi Lakes Implementation Plan comprising of ten development stages, with a total budget estimated of \$756,295 over approximately 25 years be approved.
- (2) That the Implementation Plan be amended to provide for planting along the Old Main North Road (black track) to occur as soon as possible.

That it be recommended to the Finance Committee:

- (1) That a Special Fund be established for the development of the Kaiapoi Lakes.
- (2) That the income from the royalties for the sand extraction be allocated to the Special Fund from 1996/97 onwards.
- (3) That the funding for the development of Kaiapoi Lakes be reviewed every five years.

That it be recommended to the Council:

- (1) That \$15,000 of General Funds be allocated to the Kaiapoi Lakes Development Fund per annum as part of the 1996/97 Annual Plan and Budget consideration.

The Finance Committee passed the above relevant recommendations on 25th March and the Council on 2nd April 1996.

The project has been split into ten development stages based on separate areas of the park being developed concurrently (refer to 5.6 Implementation Plan). The anticipated cost of each stage is as follows.

Stage	Cost of Basic Landscaping	Additional Features
One	32,540	8,500 - Lookout
Two	45,790	59,500 - Toilets, jetty, walkway, bird watching hide
Two(a) *	10,000	* Planting along boundaries of Black Track (not shown on 5.6 Implementation Plan)
Three	55,100	
Four	59,965	
Five	42,380	
Six	78,600	
Seven	83,580	58,600 - Toilets plus a central koru and walkway
Eight	62,660	11,400 - Maori history site
Nine	55,710	14,200 - Walkway and jetty
Ten	54,770	23,000 - Pedestrian road bridge
TOTAL	\$581,095	\$175,200

Winstone Aggregates Ltd are assisting in kind, by reinstating the area in accordance with the Implementation Plan. This involves correct shaping of the lakes and their margins and establishment of correct ground levels as they work through the site. This work is considered part of their commitment under the terms of their lease to reinstate the site.

The value of this work has not been included in the above cost estimates.

It is expected that the project will be funded by extraction Royalties, Development Impact Levies and Rates. Some assistance may be available from charitable organisations such as the Lottery Grants Board and Trust Bank Canterbury.

Community organisations, school groups, user groups etc. may also be prepared to contribute to the development of some of the features and facilities to be provided at the lakes.

The Canterbury Float Fishing Club has expressed willingness to help implement certain aspects of the concept plan. The Canterbury Ornithological Society has also advised the Council that it is happy to provide ornithological information or advice when/if required.

Funding for Stage 1 was set aside in the Council's 1995/96 budget. This work has been completed apart from the lookout (an additional feature) and the access road which has been deferred until a decision has been made about the transfer station. The Kaiapoi Borough, Kaiapoi North, St Patricks and Woodend Schools assisted with planting the Stage 1 area.



STAGE TWO: SEE THE IMPLEMENTATION GUIDE.

1. PLANTING: SEE PLANTING REFERENCE PLAN.
2. INSTALL 2 RUBBERBINS & 2 PICNIC TABLES. (GENERAL SPEC.)
3. TOILETS TO BE DESIGNED.
4. ACCESS ROAD & CAR PARK: EXCAVATE AND RETURN CAR PARK. CUT, BARS AND FINISH ACCESS ROAD AND CAR PARK (GENERAL SPEC.)
5. ADJUST FENCE AS NECESSARY. CHANGE ROAD AS NECESSARY. (BY COUNCIL EROSION UNIT).
6. SIGNS: 2 X ROAD SIGN (A) (GENERAL SPEC.)
7. SEATS: (GENERAL SPEC.)
8. BACKOUT WITH HANDRAIL (GENERAL SPEC.)
9. BIRD WATCHING HIDE (TO BE DETAILED)
10. RAISED WALKWAY AND JETTY.
11. NIGHT CAVE STORE (TO BE DESIGNED)

STAGE TEN: SEE THE IMPLEMENTATION GUIDE.

1. FORTH MOVEMENT: RELOCATE WOUNDS AS PER EARTHWORKS PLAN.
2. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
3. PLANTING & GRASS: SEE PLANTING REFERENCE PLAN.
4. FOOTPATH: GENERAL SPEC.
5. SIGNS: GENERAL SPEC (2)
6. RUBBERBINS: GENERAL SPEC (1)
7. SEAT: GENERAL SPEC (1)
8. FENCE: GENERAL SPEC (1)
9. ROAD: ASHLEIGH ROAD TO BE DETAILED.
10. ROAD: ASHLEIGH ROAD TO BE DETAILED.
11. ROAD: ASHLEIGH ROAD TO BE DETAILED.

STAGE NINE: SEE THE IMPLEMENTATION GUIDE.

1. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
2. PLANTING & GRASS: SEE PLANTING REFERENCE PLAN.
3. FOOTPATH: GENERAL SPEC.
4. SEATS: GENERAL SPEC (3)
5. SIGNS: GENERAL SPEC (1)
6. RUBBERBINS: GENERAL SPEC (3)
7. JETTY: TO BE DETAILED
8. RAISED WALKWAY GENERAL SPEC

STAGE EIGHT: SEE THE IMPLEMENTATION GUIDE.

1. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
2. PLANTING & GRASS: SEE PLANTING REFERENCE PLAN.
3. FOOTPATH: GENERAL SPEC.
4. RUBBERBINS: GENERAL SPEC (1)
5. SEAT: GENERAL SPEC (1)
6. FENCE: GENERAL SPEC (1)
7. ROAD: ASHLEIGH ROAD TO BE DETAILED.
8. ROAD: ASHLEIGH ROAD TO BE DETAILED.
9. ROAD: ASHLEIGH ROAD TO BE DETAILED.

STAGE ONE: SEE THE IMPLEMENTATION GUIDE.

1. MOW TOP OF MOUND TO ASSESS CONDITION (COUNCIL)
2. MOUNDING: FORM PROPOSED CONTOURS FROM ON SITE SOIL AND OTHER AVAILABLE
3. PROPOSE ACCESS ROAD & PARTIAL CUT. CHANGE TO EXISTING ROAD TO BE CUT, STAINED AND BASED ONLY (BY EARTHWORKS SERVICES UNIT).
4. PLANTING: SEE PLANTING REFERENCE PLAN
5. GRASS: REBORN AREAS REQUIRED
6. ROAD AND CAR PARK: FINISH ROAD FOOTPATH AS ABOVE, CUT, BARS AND FINISH CAR PARK AND FOOTPATH FROM CAR PARK TO LAKE (GENERAL SPEC.)
7. RUBBERBINS: 1 SEAT, 2 PICNIC TABLES.
8. SIGNS (GENERAL SPEC.)

STAGE SEVEN: SEE THE IMPLEMENTATION GUIDE.

1. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
2. PLANTING & GRASS: SEE PLANTING REFERENCE PLAN.
3. ACCESS ROAD & CAR PARK: EXCAVATE AND RETURN CAR PARK. CUT, BARS AND FINISH ACCESS ROAD AND CAR PARK (GENERAL SPEC.)
4. VEHICLE BARBERS: GENERAL SPEC
5. PICNIC TABLES: GENERAL SPEC
6. RUBBERBINS: GENERAL SPEC
7. TOILETS: TO BE DESIGNED.
8. CENTRAL KOUKOU TO BE DETAILED
9. SIGNS: GENERAL SPEC
10. RAISED WALKWAY GENERAL SPEC

STAGE SIX: SEE THE IMPLEMENTATION GUIDE.

1. GROUND REPAIRATION: EARTHWORKS PLAN FOR CLASSIFICATION OF AREAS. SEE SECTION 12 OF SPECIFICATION FOR REQUIRED ACTION.
2. PLANTING & GRASS: SEE PLANTING REFERENCE PLAN
3. ACCESS ROAD & CAR PARK: EXCAVATE AND RETURN CAR PARK. CUT, BARS AND FINISH ACCESS ROAD AND CAR PARK (GENERAL SPEC.)
4. ROAD: GENERAL SPEC
5. ROAD: GENERAL SPEC
6. RUBBERBINS: GENERAL SPEC
7. SIGNS: GENERAL SPEC
8. INFO BOARD
9. PICNIC TABLES: GENERAL SPEC

STAGE THREE: SEE THE IMPLEMENTATION GUIDE.

1. EXCAVATE MOUND, IMPROVING AND SCULPTING OF TOP SOIL TO BE COMPLETED BY ESSENTIAL SERVICES UNIT.
2. GRASS: MOUND OF MOUND TO BE COMPLETED BY ESSENTIAL SERVICES UNIT.
3. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
4. PLANTING: SEE PLANTING REFERENCE PLAN.
5. GRASS: REBORN AREAS REQUIRED
6. ROAD AND CAR PARK: FINISH ROAD FOOTPATH AS ABOVE, CUT, BARS AND FINISH CAR PARK AND FOOTPATH FROM CAR PARK TO LAKE (GENERAL SPEC.)
7. RUBBERBINS: 1 SEAT, 2 PICNIC TABLES.
8. SIGNS (GENERAL SPEC.)

STAGE FOUR: SEE THE IMPLEMENTATION GUIDE.

1. MOUND: SCULPT MOUNDABLE TOP SOIL TO REQUIRED COMPTONS.
2. GROUND REPAIRATION: EARTHWORKS PLAN FOR CLASSIFICATION OF AREAS. SEE SECTION 12 OF SPECIFICATION FOR REQUIRED ACTION.
3. PLANTING: SEE PLANTING REFERENCE PLAN.
4. GRASS: REBORN AREAS REQUIRED
5. ROAD AND CAR PARK: FINISH ROAD FOOTPATH AS ABOVE, CUT, BARS AND FINISH CAR PARK AND FOOTPATH FROM CAR PARK TO LAKE (GENERAL SPEC.)
6. RUBBERBINS: 1 SEAT, 2 PICNIC TABLES.
7. SIGNS (GENERAL SPEC.)

STAGE FIVE: SEE THE IMPLEMENTATION GUIDE.

1. EXCAVATE MOUND, IMPROVING AND SCULPTING OF TOP SOIL TO BE COMPLETED BY ESSENTIAL SERVICES UNIT.
2. GRASS: MOUND OF MOUND TO BE COMPLETED BY ESSENTIAL SERVICES UNIT.
3. GROUND REPAIRATION: EARTHWORKS PLAN CLASSIFIES AREAS. SECTION 12 OF SPECIFICATION DESCRIBES REQUIRED ACTION.
4. PLANTING: SEE PLANTING REFERENCE PLAN.
5. GRASS: REBORN AREAS REQUIRED
6. ROAD AND CAR PARK: FINISH ROAD FOOTPATH AS ABOVE, CUT, BARS AND FINISH CAR PARK AND FOOTPATH FROM CAR PARK TO LAKE (GENERAL SPEC.)
7. RUBBERBINS: 1 SEAT, 2 PICNIC TABLES.
8. SIGNS (GENERAL SPEC.)

Implementation Plan

Notes: DO NOT SCALE FROM THIS DRAWING. HATCHED DETAIL AND SET OUT WILL BE SHOWN ON DETAIL PLANS FOR EACH SPACE.

SEE IMPLEMENTATION GUIDE FOR APPROXIMATE QUANTITIES AND ESTIMATED SPECIFICATION FOR FURTHER CONSTRUCTION DETAIL.

Kaia Po i Lakes Park Development



5.7 FUTURE USE

- It is expected that the Canterbury Ornithological Society will continue to have a keen interest in Kaiapoi Lakes. With the new lakes providing additional habitats for birds, the development of a hide/information boards and the clear designation of the east and south sides of the existing lake as a bird haven, a number of residents and visitors interested in bird watching could be attracted to the site.
- The North Canterbury Fish and Game Council has identified a growing interest in the sport of coarse fishing. Designating the north-western most lake primarily for coarse fishing will extend the opportunity available to people interested in fishing as will the development of jetties and areas which provide good access to the margins of the lakes. It is expected that the Canterbury Float fishing Club will continue to be based at Kaiapoi Lakes.
- It is anticipated that sand extraction of the western area will continue for another 10-12 years at current extraction rates. This will require an extension of Winstone Aggregates Ltd's lease.
- Continuing to renew the eel farming lease to a private individual on an annual basis is not considered to be a problem at this stage.
- The Waimakariri District Council had planned to locate a transfer station at the Kaiapoi Refuse Centre site. However, a change in planning has occurred and it now appears unlikely that this will go ahead. The Council may like to retain this option for the future or it may choose to fill the site. If the latter option is chosen, the Refuse Centre is likely to be closed within the next 5 years. Once filled, the site could be available for active recreation pursuits such as mountain bike riding, BMX etc. The site has also been identified in the Council's draft Dog Policy as a possible dog exercise area.
- It is anticipated that the developments proposed for the reserve will attract a large number of local residents and visitors to the area for casual recreation pursuits such as picnicking, play, walking, canoeing etc.
- The reserve could also attract visits from school groups, university classes, conservation and historically orientated organisations because of the type of planting and historical developments proposed.
- Although the lakes are not currently used for model yachting, this activity has been popular in the past. It is considered that the lakes are appropriate for this type of activity should the demand arise.
- Swimming in the lakes will not be permitted due to the poor water quality.
- Activities such as model power boats, jet skiing etc. which are likely to disturb the peaceful environment at the lakes are not thought to be compatible with existing and proposed uses.

(Refer to 5.8 Plan of Proposed Uses for site details of proposed uses.)

5.9 ANTICIPATED CONFLICTS OF USE

Refuse Centre/Recreation Area

When the Refuse Centre is closed down this conflict will be eliminated.

Coarse Fishing/Bird Sanctuary

Although the numbers involved in these activities is likely to increase, this potential conflict should be reduced through the clear designation of specific areas for different activities. The amount of space available for coarse fishing and bird habitats will have also been increased.

Quarrying/Disturbance of Archaeological Sites

This is likely to be an ongoing conflict until quarrying stops as there appears to be no controls in place to protect archaeological sites from being destroyed.

Reserve Development/Disturbance of Archaeological Sites

The possibility that other archaeological sites could lie beneath the sand surface should be borne in mind during any earthmoving that is required to implement the concept plan. The recorded archaeological site located at Kaiapoi Lakes is not able to be disturbed in any way unless permission is first obtained from the Historic Places Trust.

The layout of the site has been carefully designed to minimise future conflicts in use. Active pursuits have been separated from activities of a quieter nature and conflicting uses have been designated their own areas.

5.10 ANTICIPATED IMPACT ON NEIGHBOURHOOD

- There is likely to be increased traffic levels on the Main North Road particularly during the weekends.
- It is anticipated that many Christchurch residents will visit Kaiapoi Lakes and this is likely to increase the traffic through Kaiapoi's main centre.
- Shops in Kaiapoi such as dairies, fast food outlets and service stations could benefit from purchases made by visitors to the area.
- People living in the neighbourhood could benefit from having additional recreation opportunities provided nearby.
- Those residents currently disturbed by the sand extraction operation will experience less nuisance from dust, machinery noise etc. once the park is developed. However, the noise made by park users and the traffic associated with their use could be disturbing if the park becomes very popular.

5.11 FUTURE RESERVE SIGNIFICANCE

Once developed the area will be one of the largest developed recreation reserves in the Waimakariri District. The reserve also has the potential to be of regional significance because of its size, its close location to Christchurch, its unique birdlife, the coarse fishing and other recreation opportunities provided by the lakes and its extensive historical Maori and European links.

5.12 FUTURE MANAGEMENT CONSIDERATIONS/ISSUES

Reserve Maintenance

It is anticipated that the Kaiapoi Lakes will cost approximately \$50,000 per annum to maintain once the area is fully developed. Until recently the current maintenance budget has been in the vicinity of \$3,000 per annum. The 1996/97 budget was increased to \$6,000. A significant increase will be required in the Council's reserve budget in the future to meet this increased cost.

Safety of Reserve Users

Parts of the lakes are very deep and the lake margins are unstable in places. A hazard is likely to exist for reserve users not confining themselves to the safe access areas to be provided.

As it is not feasible or desirable to fence the lakes off, reserve users need to be made aware via signs, information leaflets etc that the reserve is a natural area that contains hazards.

Environmental Quality

There is a possibility that toxic gases will be emitted from the closed refuse centre and/or waste matter leach into the lake. This situation will need to be closely monitored.

Development of Neighbouring Property

Additional land on the north-east and eastern boundaries of Kaiapoi Lakes has been designated proposed Recreation Reserve in the District Plan. The Council will need to take steps to uplift this designation.

As the land is likely to be developed for residential purposes in the future, the Council will need to ensure this development does not have an adverse effect on Kaiapoi Lakes.

Transfer Station

Additional reserve land will be available at Kaiapoi Lakes if the transfer station is not built. Further design work will need to be done for this area once a decision is made.

Reserve Designation

Kaiapoi Lakes is not currently subject to the Reserves Act 1977. Consideration should be given to having the reserve designated Recreation Reserve under the Act given the level of development proposed.

6. APPENDICES

APPENDIX 6.1

CONCEPT DETAIL - CENTRAL AREA

NOTES

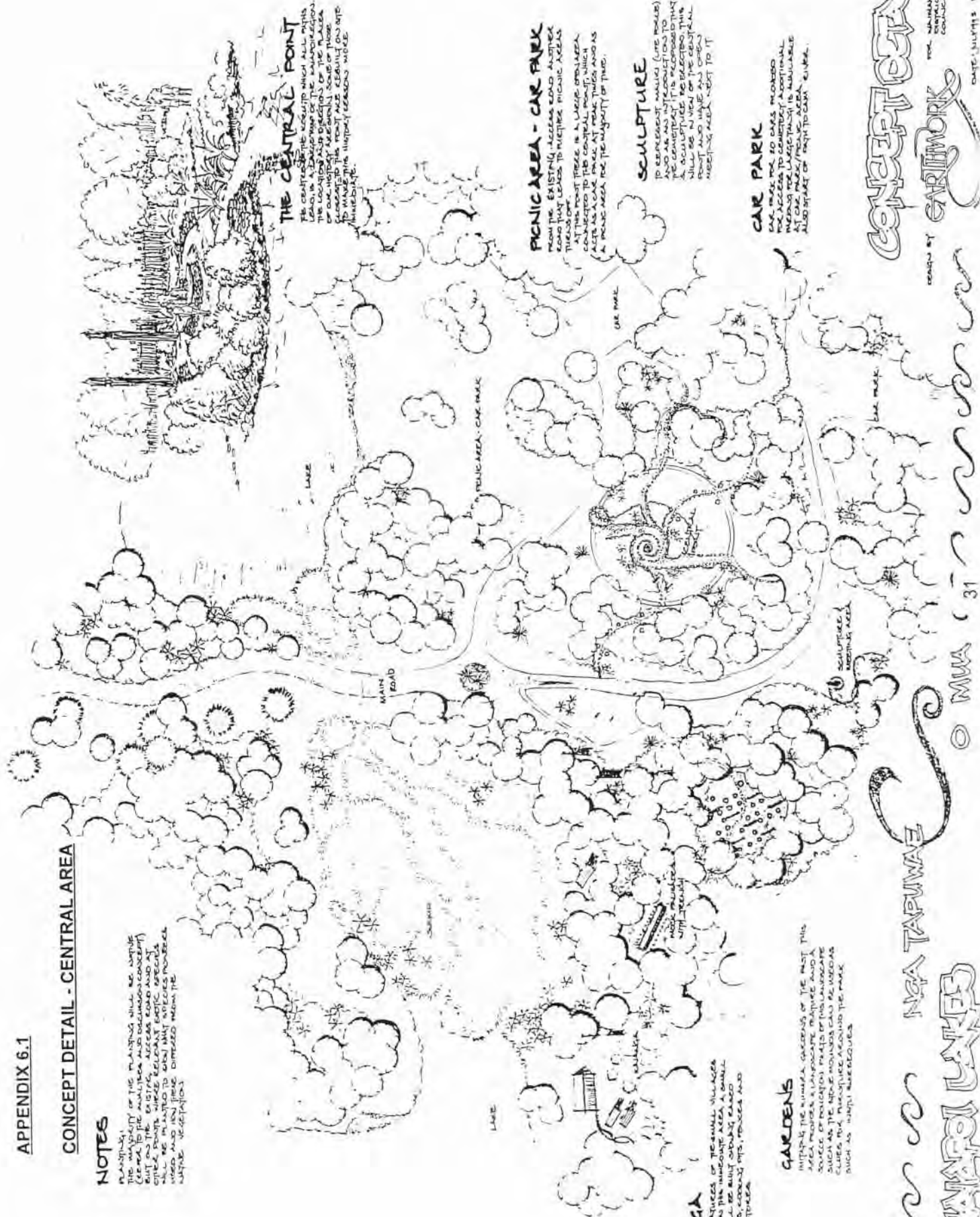
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CONCEPT DETAIL

DESIGN BY: **CONCEPT DETAIL**

DATE: JULY 1993 FILE: 1001

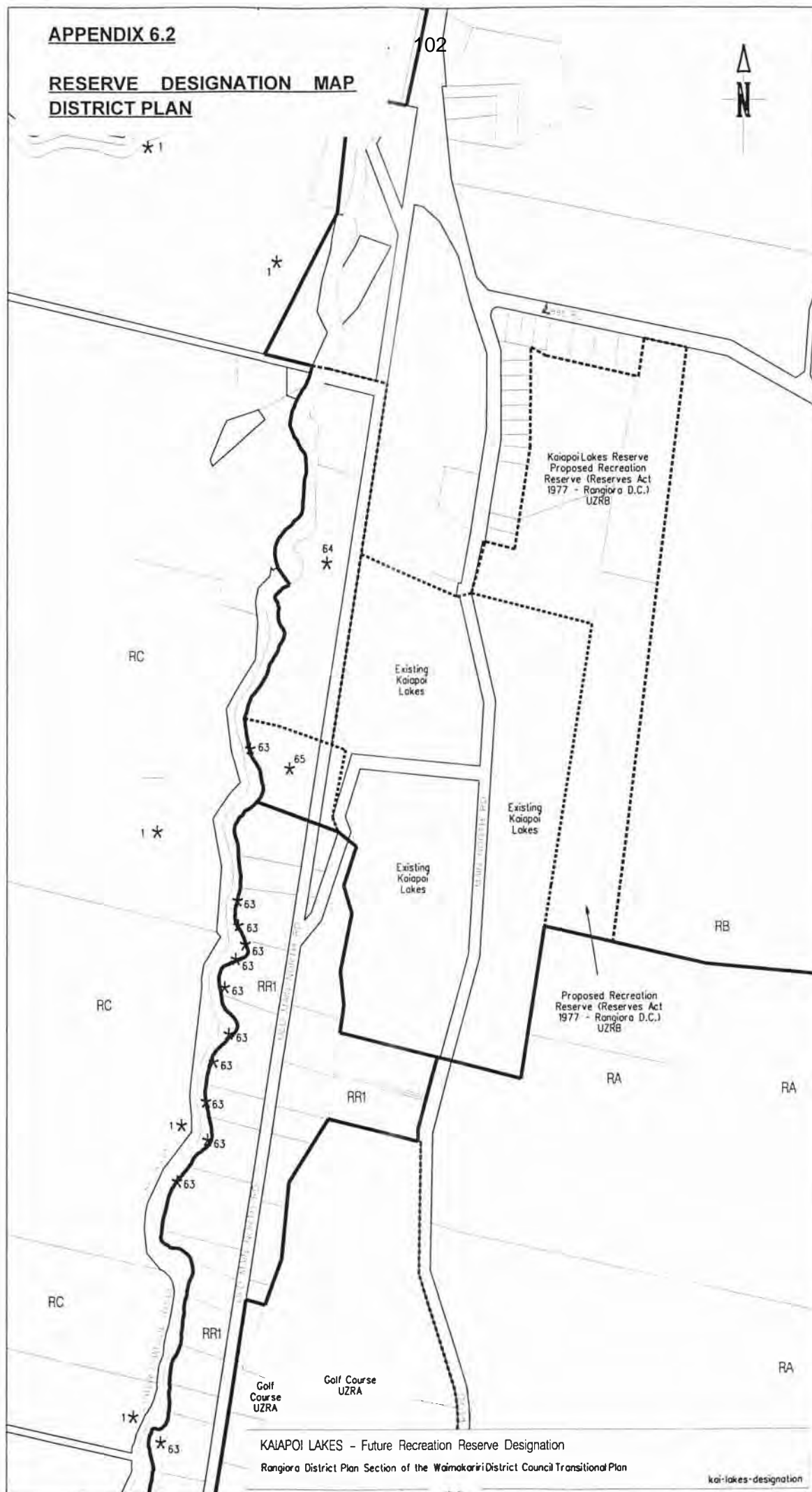
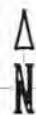
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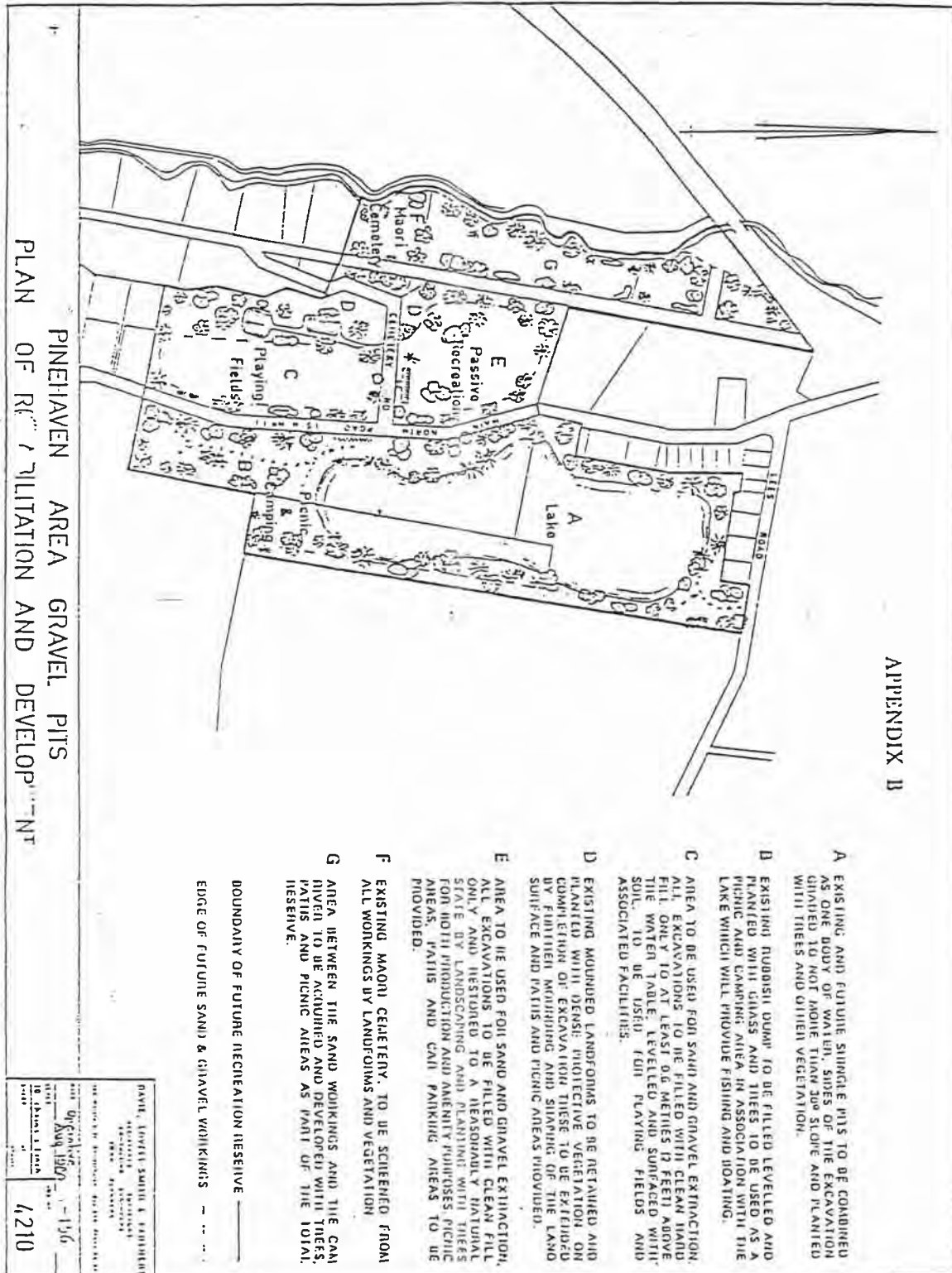
RESERVE DESIGNATION MAP
DISTRICT PLAN

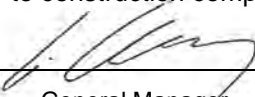
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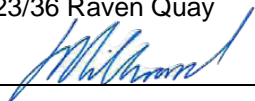


**KAIAPOI LAKES REHABILITATION
MAP IN DISTRICT PLAN**

**APPENDIX B
PINEHAVEN AREA GRAVEL PITS
PLAN OF REHABILITATION AND DEVELOPMENT**



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** CON202336-02/ 250228033383**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 17 March 2025**AUTHOR(S):** Teifion Matthews, Senior Project Engineer**SUBJECT:** Delay to construction completion date for CON23/36 Raven Quay**SIGNED BY:**

 General Manager


 Chief Executive
1 SUMMARY

The purpose of this report is to notify the Kaiapoi-Tuahiwi Community Board (the Board) of the delay to the construction completion date for CON23/36 Raven Quay 3 water renewals project. The original contract completion date was prior to ANZAC day, but unfortunately due to a number of unforeseen service clashes, the new construction completion date is after ANZAC day.

2 RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250228033383
- (b) **Notes** that the site will be left sufficiently clear for the ANZAC Day parade, and that staff have met with the Kaiapoi RSA who have indicated that they are satisfied with the arrangements.
- (c) **Circulates** the report to the Council for their information.

3 BACKGROUND

- 3.1 CON23/36 Raven Quay 3 waters renewals was awarded to Ongrade Drainage & Excavation on the 5 December 2024, with the possession of the site given on 13 January 2025.
- 3.2 The original construction completion date for both separable portion A and B was the 24 April 2025.
- 3.3 Unfortunately, during the work, there has been unforeseen clashes with the services. Variation orders were issued to resolve these issues, and this has resulted in additional days being awarded as Extensions of Time. This has resulted in a new construction completion date of which is after ANZAC day.

4 ISSUES AND OPTIONS

- 4.1 The original contract completion date was prior to ANZAC day, but unfortunately due to a number of unforeseen service clashes, the new construction completion date is after ANZAC day.
- 4.2 The remaining work anticipated following ANZAC will primarily consist of the kerb and channel installation on the southern side, along with the stormwater renewal reinstatement on the southern side of the roadway, as illustrated in Figure 1 below

- 4.3 The site will be clear and suitable for the hosting of the parade, except for fencing and barriers along the southern side. Also, the road will not be resealed, and so there will be a mixture of surfaces. However, there will be no work on site, no pumps or residual noise, and the site will be swept and tidy.

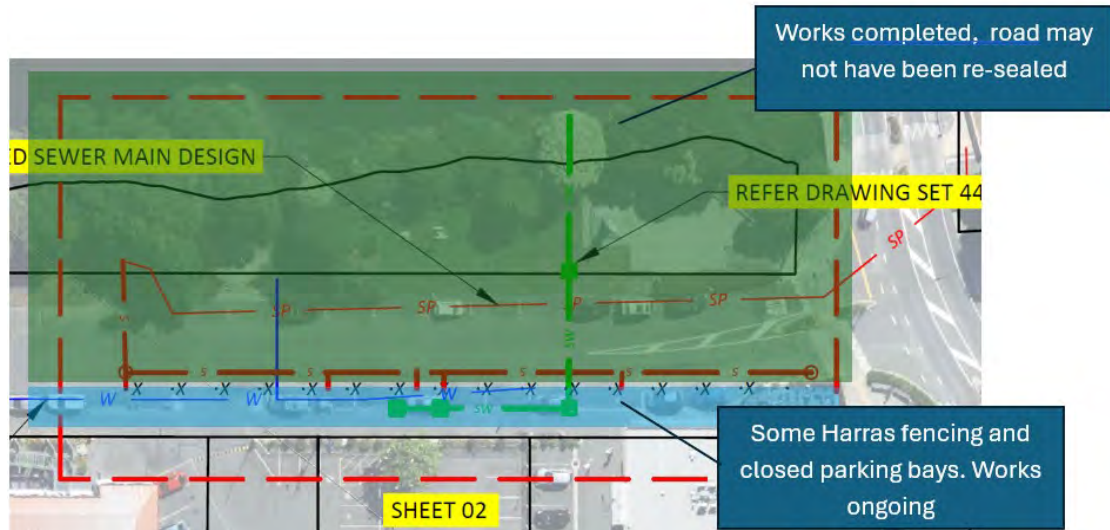


Figure 1 : Foreseeable working area during ANZAC day parade.

Implications for Community Wellbeing:

The issues discussed in this report have implications for community wellbeing. An incomplete site could disrupt an important cultural and social event in the town, which serves as a valuable opportunity for the community to come together in remembrance.

- 4.5 The Management Team have reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana Whenua

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

5.2 Groups and Organisations

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

Staff have spoken to the president of the RSA, who is the main organiser for the ANZAC parade. Following an onsite meeting, the proposed site layout during the ANZAC parade as seen in Figure 1, was discussed and found to be acceptable.

5.2 Wider Community

The wider community is likely to be affected by or have an interest in the subject matter of this report, given that there will be a minor impact to the public on ANZAC Day.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

There are no financial implications of the decisions sought by this report. The variations noted above are dealt with under appropriate contract management.

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 associated with implementing the recommendations in this report. One risk is that the contractor may not reach the expected stage by ANZAC Day. If this happens, staff will collaborate with the contractor and the RSA to ensure there is a suitable area for the parade to take place. Additionally, any change of plan will be communicated to the community in advance, ensuring a smooth and successful event despite any challenges.

6.4 Health and Safety

Adopting the recommendations in this report presents health and safety concerns. Staff will take the necessary steps to ensure the site is left safe and secure for the parade. This includes coordinating with relevant stakeholders to ensure all safety concerns are met, providing a secure environment for both participants and spectators.

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

The Water Services Act and Local Government Act are relevant in this matter.

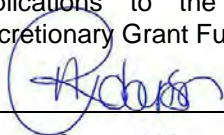
7.3 Consistency with Community Outcomes

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

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Infrastructure and services are sustainable, resilient and affordable.

7.4 Authorising Delegations

This report is for Information only and no delegations need to be exercised.

WAIMAKARIRI DISTRICT COUNCIL**REPORT OR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 250221029015**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 17 March 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Applications to the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria?
The Chris Ruth Centre	Towards the purchase of a shade sail	\$1,000	This application partially complies with the criteria.
Relay for Life Fundraising	Towards the costs of hosting a Relay For Life event	\$500	This application complies with the criteria.
Total:		\$1,500	

Attachments:

- i. Application from The Chris Ruth Centre (Trim Ref. 250221028810).
- ii. Application from Relay for Life North Canterbury Fundraising Committee (Trim Ref. 250310039630).
- iii. The spreadsheet shows the grants for the previous two years.
- iv. Board funding criteria for the 2024/25 financial year.

2. RECOMMENDATION**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250221029015.
- (b) **Approves** a grant of \$..... to the Chris Ruth Centre towards purchasing a shade sail over the decking in front of the new building.
OR
- (c) **Declines** the application from the Chris Ruth Centre.
- (d) **Approves** a grant of \$..... to the Relay for Life North Canterbury Fundraising Committee to host a Relay For Life event.
OR
- (e) **Declines** the application from the Relay for Life North Canterbury Fundraising Committee.

3. **BACKGROUND**

- 3.1 The **Chris Ruth Centre** seeks funding to purchase a shade sail for the deck area of its new building.
- 3.2 **The Relay for Life Fundraising Committee** requests funding to host a Relay for Life event at the Kaiapoi Rugby Football Club on Saturday, 5 April 2025.
- 3.3 The current balance of the Kaiapoi-Tuahiwi Community Board's 2024/25 Discretionary Grant fund is \$3,201.

4. **ISSUES AND OPTIONS**

The Chris Ruth Centre (the Centre)

4.1 Information provided by the Centre

- 4.1.1 The Centre provides high quality, holistic and individualised care for individuals over 18 with complex needs in the Christchurch, Ashburton and Waimakariri regions. It provides a supportive and positive environment where clients can thrive, ensuring they feel valued and have a reason to get up each morning. The Centre also provides a School Transitioning Program and fosters relationships with the local high schools and other community organisations to provide the next step for individuals after high school. The Centre is a lifeline for families, offering daily respite care and giving clients the chance to join a space that is uniquely theirs, with the equipment, activities and social connections they need to have an enjoyable and exciting day.
- 4.1.2 In 2013, the Centre opened a facility in Kaiapoi to cater to the growing need for its services within the Waimakariri District and in 2017, the Centre moved into the permanent site on Tunas Street. Due to the growth in the number of people seeking assistance, the Centre redeveloped the Kaiapoi premises in 2023/24, adding a new building. The Centre is requesting funding to install a shade sail over the decking in front of the new building to provide a more sheltered outside area for the people the Centre supports, enabling them to enjoy fresh air and outdoor activities.
- 4.1.3 Currently, this project would benefit approximately 39 people; however, more individuals would benefit in the future. Approximately 50% of the people attending the Centre are from the Kaiapoi-Tuahiwi area.
- 4.1.4 The installation of the shade sail is estimated to cost around \$2,700, and the Centre is requesting \$1,000 toward its purchase. Currently, the Centre has sought no other funding; however, if this application is unsuccessful or partially successful, it will need to investigate other funding sources.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation. However, the Criteria also indicate that grant funding will be limited to projects primarily within the Board area or benefiting the residents of the area. It should be noted that only 50% of the people attending the Centre are from the Kaiapoi-Tuahiwi area.
- 4.2.2 Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- 4.2.3 This is the first time the Centre has sought funding from the Board.

Relay for Life North Canterbury Fundraising Committee (the Committee)

4.3 Information provided by the Centre

- 4.3.1 Relay For Life is an inspiring community event that allows people to celebrate cancer survivors and carers, remember loved ones lost to cancer, and fight back by raising awareness and funds for the Cancer Society.
- 4.3.2 Relay For Life starts with a moving Opening Ceremony, which ends with cancer survivors and caregivers leading the event's first lap. Then, team members take to the track, most walking for 30—to 60-minute intervals. Each team will always have one member on the track, passing the team baton between members.
- 4.3.3 Much of the work is done by volunteers; however, several unavoidable costs are incurred in organising such an event, such as the hire of portaloos, lighting, sound system and advertising of the event. It is estimated that hosting the event will cost \$6,850; if this application is unsuccessful, the costs will come from the other funds raised by the Committee. Thus decreasing the funds which could have contributed towards the Cancer Society's objectives, such as education, support, and research. The Committee are also considering applying to Southern Trust for funding to cover the additional costs.
- 4.3.4 This year, the event will be held at the Kaiapoi Rugby Football Club, Kaiapoi, on Saturday, 5 April 2025. It is expected to attract approximately 60% of participants from the Kaiapoi-Woodend Ward, 30% from the Rangiora-Ashley Ward, and 10% from the Oxford-Ohoka Ward. It is expected to be a fun event for the community, with a wide range of teams entering. Participants and supporters will be able to enjoy a festive, family-friendly environment with activities and entertainment throughout the event.

4.4 Council Evaluation:

- 4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation. However, the Criteria also indicate that grant funding will be limited to projects primarily within the Board area or benefiting the residents of the area. It should be noted that only 40% of the people attending the event are expected to be from the Kaiapoi-Tuahiwī area.
- 4.4.2 This is the second time the Committee has applied for funding. The Board granted them \$500 in March 2023, and the Accountability Form was received.

4.5 The Board may approve or decline grants as per the grant guidelines.

4.6 Implications for Community Wellbeing

There are social and cultural implications, as the Centre supports some of society's most vulnerable. Adding a shade sail, which would allow participants to spend more time and activities outside protected from the elements, could support their wellbeing. Also, social and sports events provide opportunities for social interaction, which builds a sense of community.

4.7 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$3,201. If the applications are granted, the Board will have \$1,701 left for the remainder of the financial year.

4.8 The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1 Mana Whenua

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject, as sports and social events provide an opportunity for social interaction, improve mental wellbeing, and add to people's self-confidence.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$8,600 for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Kaiapoi-Tuahiwi Community Board 2024/25 Discretionary Grant Fund is \$3,201. If the application is granted, the Board will have \$1,701 left for the remaining four months of the financial year.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

All health and safety-related issues will fall under the auspices of the groups and organisations which apply for funding.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding. ated authority to approve Discretionary Grant Funding.

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: The Chris Ruth Centre

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Fundraising Manager

Contact phone number: [REDACTED]

Email: fundraiser@chrisruthcentre.co.nz

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

In 2013 The Chris Ruth Centre opened a new centre in Kaiapoi to cater to the growing need for our services within the Waimakariri region. Previously the centre was operated out of leased premises before moving to the permanent site on Tunas street in 2017. In 2023 the Trust embarked on a redevelopment project of the site adding a new building to the premises. The project was completed in August 2024. The Chris Ruth Centre are requesting funding to install a shade sail over the decking in front of the new building to provide more sheltered areas outside for the people we support and the support staff who work at the centre.

What is the timeframe of the project/event date? 6 months- 9 months

Overall cost of project/event: \$2,700.00

Amount requested: \$1,000.00

How many people will directly benefit from this project? 39

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

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

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

Oxford-Ohoka 0 % Rangiora-Ashley 15 % Woodend-Sefton 5 % Kaiapoi-Tuahiwi 50 %

Other (please specify): Christchurch 30%

What are the direct benefit(s) to the participants? 112

The funding for the shade sail will create more areas outside for the people we support to enjoy fresh air and outdoor activities, in a safe way, giving them space with shade to play and areas to sit and relax in summer. During the cooler months it will provide protection from wind and rain.

What is the benefit(s) to your organisation?

Our services support some of the most vulnerable members of our community. The Chris Ruth Centre strives to provide the people we support more opportunities in line with the Enabling Good Lives principles. The shade sail will give the centre more areas outside to utilise that is safe and secure for them.

What are the benefits, economic or otherwise, to the Kaiapoi-Tuahiwi community or wider district?

The Chris Ruth Centre is an essential service for the Waimakariri region. It has seen growth in numbers which lead to the new building extension in 2024. The people we support participate in voluntary workplace participation within the community, visit local attractions, community gardens and businesses, being active participants in their local community.

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

If yes, name of parent group: _____

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

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

The Chris Ruth Centre Trust has not sought further funding for the shade sail to date. The Trust will potentially look to seek further funding if the grant is partially funded.

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

The Chris Ruth Centre has not applied to and does not intend to apply to the Council for other funding for this project.

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ¹¹³ ☒ Yes ☐ No

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

Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)

☒ Bank Statement (*Bank Statements will remain confidential*)

☒ Supporting costs, quotes or event budgets

☒ Other supporting information

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

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

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

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

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

Signed: [REDACTED]_____

Date: 21/2/25_____



19th February 2025

To Whom It May Concern,

The Chris Ruth Centre provides high quality, holistic and individualised care for individuals over the age of 18 with complex needs in Christchurch, Ashburton and the Waimakariri region. We support individuals to complete meaningful activities of their own choice, in a respectful and enjoyable way, which enhances their holistic programme as reinforced by the Enabling Good Lives principles. At The Chris Ruth Centre, we provide a supportive and positive environment where our clients can thrive, ensuring they feel valued and have a reason to get up each morning. We provide a school transitioning program and foster relationships with the local high schools and other community organisations to provide the next step for individuals after high school. Our one-to-one care ratio ensures each person in our care has the attention and support they need to undertake meaningful activities and participate in their community. We are a lifeline for families, offering daily respite care and giving clients the chance to join a space that is uniquely theirs, with the equipment, activities and social connections they need to have an enjoyable and exciting day.

Our programme has two major focus areas: Workplace participation and Individual Personal Development. As part of the Individual Personal Development area, each person has their own programme designed to meet their needs, incorporating life skills, communication, functional education, community orientation, physical therapy and recreation pursuits. Workplace participation includes voluntary employment positions arranged with local businesses. Placements are usually for one hour per week and at no cost to the employer. Each person is accompanied by a support person who assists them and looks after their needs. Most people have one work placement, related to their interests and abilities. The local community benefits by having our people experiencing a quality of life that would not otherwise be available to them. It is also very valuable for the wider community to have our people alongside them in mainstream life.

The Chris Ruth Centre has been in operation for 25 years with the Kaiapoi centre opening in 2013, and operated from Tuna street in Kaiapoi since 2017. We operate seven centres across five sites in Canterbury, looking after over 140 individuals. We are named after one of our alumni who has since passed away, Chris Ruth.

Below are photos of the Kaiapoi centre. The image on the left has the new building in the background which is where we are requiring a new shade sail. The image on the right is of the original building with a similar shade sail, to the one we are requesting funding for.



I am available for further discussion regarding the application, but more importantly we look forward to fostering a relationship with the Kaiapoi-Tuahiwi Community Board.

Please refer to our website www.chrisruthcentre.co.nz if you would like to know more about our centres or find us on Facebook <https://www.facebook.com/TheChrisRuthCentre>.

Yours sincerely,


Fundraising Manager
The Chris Ruth Centre

**The
Canvas
Company**

**Repairs
Alterations
&
Manufacture**

OF

*Tarpaulins
SideCurtains
Awnings
Sunblinds
Marquees
Canopies
Boat Covers
Ute Covers Etc*

~

**REPAIR
CALL
OUT
SERVICE**

FREE QUOTES

Estimate

**The Canvas Company
PO Box 239
KAIAPOI**

Ph 03 338 1112 or 027 438 1871 GST Number: 71656780

The Chris Ruth Centre

Date: 18/02/2025

kaiapoi100@chrisruthcentre.co.nz

DETAILS

Quote to make up and install fixed frames over deck

4.4m long x 3m out \$2,700.00 plus GST

2.8 long x 3m out \$2,300.00 plus GST

Bank Account - 01 0798 0087036 00



Income Statement - Summary

Chris Ruth Centre Trust

For the month ended 31 December 2024

	CURRENT PERIOD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	% BUDGET USED
Income					
Donations, fundraising and other similar revenue	415,489	4,940,244	4,697,260	(242,984)	105
Revenue from providing goods or services	29,443	347,233	342,722	(4,511)	101
Interest, dividends and other investment revenue	5,559	50,540	70,000	19,460	72
Other revenue	-	851	-	(851)	-
Total Income	450,491	5,338,868	5,109,982	(228,886)	104
Expenses					
Volunteer and employee related costs	301,086	4,004,229	4,319,040	314,811	93
Costs related to providing goods or service	54,136	785,098	600,580	(184,518)	131
Other expenses	8,283	112,442	108,800	(3,642)	103
Total Expenses	363,504	4,901,769	5,028,420	126,651	97
Operating Surplus/(Deficit)	86,987	437,099	81,562	(355,537)	536



Income Statement - Overview

Chris Ruth Centre Trust

For the month ended 31 December 2024

	YTD - TOTAL	YTD ADMINISTRATION	YTD HOON HAY	YTD LEACROFT	YTD KAIAPOI	YTD ASHBURTON	YTD SOCKBURN
Revenue							
Total Income	5,333,712	5,294,636	8,500	16,502	-	14,009	65
Equitas	4,305	4,305	-	-	-	-	-
2006.01 Professional Development Recovered	851	851	-	-	-	-	-
Total Revenue	5,338,868	5,299,792	8,500	16,502	-	14,009	65
Expenses							
Total Expenses	4,639,762	407,035	1,994,101	666,499	682,376	197,553	692,155
Human Resources	20,102	20,102	-	-	-	-	-
EGL	143,954	143,954	-	-	-	-	-
Fundraising expenses	94,788	94,788	-	-	-	-	-
ACC Sub-Contract	3,163	3,163	-	-	-	-	-
Total Expenses	4,901,769	669,042	1,994,101	666,499	682,376	197,553	692,155
Surplus/(Deficit) for the Year	437,099	4,630,750	(1,985,600)	(649,997)	(682,376)	(183,544)	(692,090)



Income Statement - Combined

Chris Ruth Centre Trust

For the month ended 31 December 2024

	DEC 2024	YEAR TO DATE ACTUAL	ANNUAL BUDGET	BUDGET REMAINING	% BUDGET USED
Revenue					
Donations, fundraising and other similar revenue					
Donations received					
1009.00 - Donations Received	10,370	22,117	15,000	(7,117)	147%
Total Donations received	10,370	22,117	15,000	(7,117)	147%
Contracts					
1004.00 - ACC Income	37,772	357,808	349,590	(8,218)	102%
1010.00 - Enabling Good Lives (EGL)	162,255	1,751,603	1,651,390	(100,213)	106%
1007.00 - Grants Received	4,348	24,478	37,000	12,522	66%
1001.00 - Health Contract	62,113	1,084,013	1,015,650	(68,363)	107%
1002.00 - MSD	138,632	1,700,226	1,628,630	(71,596)	104%
Total Contracts	405,119	4,918,127	4,682,260	(235,867)	105%
Total Donations, fundraising and other similar revenue	415,489	4,940,244	4,697,260	(242,984)	105%
Revenue from providing goods or services					
Revenue					
Equitas	1,995	4,305	-	(4,305)	-
Total Revenue	1,995	4,305	-	(4,305)	-
Trading revenue					
1005.00 - Client Activity Recoveries	596	7,808	15,000	7,192	52%
1005.10 - Client Travel Recoveries	1,362	14,078	16,000	1,922	88%
1011.00 - Individualised Funding	14,757	172,447	163,800	(8,647)	105%
Individuals	9,251	128,965	121,922	(7,043)	106%
1020.00 - Other Income	355	3,396	15,000	11,604	23%
St John of God	1,128	14,658	11,000	(3,658)	133%
Total Trading revenue	27,448	341,352	342,722	1,370	100%
Net Rental Income					
1300.00 - Owing from Marist Western Suburbs Rugby League Club Inc	-	1,576	-	(1,576)	-
Total Net Rental Income	-	1,576	-	(1,576)	-
Total Revenue from providing goods or services	29,443	347,233	342,722	(4,511)	101%
Interest, dividends and other investment revenue					
Interest					
1200.00 - Interest	5,559	50,540	70,000	19,460	72%
Total Interest	5,559	50,540	70,000	19,460	72%
Total Interest, dividends and other investment revenue	5,559	50,540	70,000	19,460	72%
Other revenue					
Other revenue					



	DEC 2024	YEAR TO DATE ACTUAL	ANNUAL BUDGET	BUDGET REMAINING	% BUDGET USED
2006.01 - 2006.01 Professional Development Recovered	-	851	-	(851)	-
Total Other revenue	-	851	-	(851)	-
Total Other revenue	-	851	-	(851)	-
Total Revenue	450,491	5,338,868	5,109,982	(228,886)	104%

Expenses

Volunteer and employee related costs

Wages and salaries

2003.00 - FDS Wages (EGL)	34,975	300,822	204,640	(96,182)	147%
2006.00 - Professional Development	273	10,900	20,000	9,100	55%
2001.00 - Salaries & Wages	249,846	3,506,546	3,908,870	402,324	90%
2004.00 - Staff Expenses	765	1,140	4,000	2,860	28%
2005.00 - Therapy	-	1,542	3,000	1,458	51%
2002.00 - Wages - Cleaner	4,122	35,534	40,550	5,016	88%
2007.00 - Kiwisaver	9,164	124,584	114,180	(10,404)	109%
Total Wages and salaries	299,146	3,981,068	4,295,240	314,172	93%

Travel and accommodation

2050.00 - Client Travel	1,940	23,161	23,800	639	97%
Total Travel and accommodation	1,940	23,161	23,800	639	97%

Total Volunteer and employee related costs	301,086	4,004,229	4,319,040	314,811	93%
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Costs related to providing goods or service

Expense

2035.00 - ACC Fees	-	34,218	34,830	612	98%
2031.00 - Accounting Fees	1,285	16,160	14,300	(1,860)	113%
2030.00 - Admin - Exps	164	9,094	9,000	(94)	101%
2010.00 - Bank Charges	6	147	150	3	98%
2036.00 - Cleaning	1,836	24,370	21,000	(3,370)	116%
2015.00 - Client Activities	406	10,051	8,700	(1,351)	116%
2043.00 - FDS Expenses (EGL)	1,687	16,188	10,000	(6,188)	162%
2034.00 - General Exps	4,525	30,624	27,000	(3,624)	113%
2016.00 - One On One Support	-	-	11,000	11,000	-
2024.00 - Phone	1,260	13,329	12,000	(1,329)	111%
2023.00 - Power	1,654	39,203	38,000	(1,203)	103%
EGL	12,621	151,985	5,000	(146,985)	3,040%
2029.00 - Security Expenses	1,384	10,075	9,000	(1,075)	112%
2033.00 - Stationery	210	6,197	6,800	603	91%
2039.00 - Human Resources	6,498	20,102	45,000	24,898	45%
2048.00 - Fundraising expenses	-	94,788	54,000	(40,788)	176%
ACC Sub-Contract	1,355	3,163	-	(3,163)	-
Total Expense	34,894	479,693	305,780	(173,913)	157%

Insurance



	DEC 2024	YEAR TO DATE ACTUAL	ANNUAL BUDGET	BUDGET REMAINING	% BUDGET USED
2022.00 - Insurance	330	84,939	73,600	(11,339)	115%
Total Insurance	330	84,939	73,600	(11,339)	115%
Rates					
2018.00 - Rates	-	14,972	15,300	328	98%
Total Rates	-	14,972	15,300	328	98%
Rental and lease payments					
2020.00 - Lease Payments	7,611	90,822	91,700	878	99%
Total Rental and lease payments	7,611	90,822	91,700	878	99%
Repairs and maintenance					
2026.00 - Office Equipment	-	2,154	1,200	(954)	180%
2025.00 - Repairs & Maintenance	3,088	31,034	19,000	(12,034)	163%
Total Repairs and maintenance	3,088	33,189	20,200	(12,989)	164%
Vehicle expenses					
2028.00 - Fuel	3,530	40,694	54,000	13,306	75%
2027.00 - Vehicle Repairs & Maintenance	4,684	40,789	40,000	(789)	102%
Total Vehicle expenses	8,213	81,483	94,000	12,517	87%
Total Costs related to providing goods or service	54,136	785,098	600,580	(184,518)	131%
Other expenses					
Advertising & marketing					
2042.00 - Publicity/Advertising	-	1,904	3,000	1,096	63%
Total Advertising & marketing	-	1,904	3,000	1,096	63%
Audit fees					
2032.00 - Audit Fees	825	14,500	8,500	(6,000)	171%
Total Audit fees	825	14,500	8,500	(6,000)	171%
Depreciation	7,458	94,118	87,300	(6,818)	108%
Professional and consulting fees					
2041.00 - Legal Fees	-	1,920	10,000	8,080	19%
Total Professional and consulting fees	-	1,920	10,000	8,080	19%
Total Other expenses	8,283	112,442	108,800	(3,642)	103%
Total Expenses	363,504	4,901,769	5,028,420	126,651	97%
Surplus/(Deficit) for the Year	86,987	437,099	81,562	(355,537)	536%



Income Statement - Kaiapoi

Chris Ruth Centre Trust

For the month ended 31 December 2024

	CURRENT PERIOD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	% BUDGET USED
Income					
Revenue from providing goods or services					
Trading revenue					
Healthcare - A Mitchell	-	-	10,698	10,698	-
Total Trading revenue	-	-	10,698	10,698	-
Total Revenue from providing goods or services	-	-	10,698	10,698	-
Total Income	-	-	10,698	10,698	-
Expenses					
Volunteer and employee related costs					
Wages and salaries					
Salaries & Wages	31,498	496,371	524,220	27,849	95
Wages - Cleaner	463	2,129	4,440	2,311	48
Staff Expenses	-	43	800	757	5
FDS Wages (EGL)	6,382	85,369	73,030	(12,339)	117
Kiwisaver	-	21,000	17,420	(3,580)	121
Total Wages and salaries	38,342	604,913	619,910	14,997	98
Travel and accommodation					
Client Travel	-	-	600	600	-
Total Travel and accommodation	-	-	600	600	-
Total Volunteer and employee related costs	38,342	604,913	620,510	15,597	97
Costs related to providing goods or service					
Expense					
ACC Fees	-	5,187	4,660	(527)	111
Cleaning	287	3,604	3,500	(104)	103
Client Activities	-	-	500	500	-
General Exps	65	2,843	3,000	157	95
Phone	159	1,906	2,000	94	95
Power	339	4,532	4,000	(532)	113
Security Expenses	257	2,207	2,000	(207)	110
Stationery	83	828	600	(228)	138
FDS Expenses (EGL)	-	-	1,000	1,000	-
Total Expense	1,191	21,107	21,260	153	99
Insurance					
Insurance	-	9,799	2,300	(7,499)	426
Total Insurance	-	9,799	2,300	(7,499)	426
Rates					
Rates	-	1,654	2,300	646	72
Total Rates	-	1,654	2,300	646	72



	CURRENT PERIOD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	% BUDGET USED
Repairs and maintenance					
Office Equipment	-	417	-	(417)	-
Repairs & Maintenance	88	1,270	2,000	730	64
Total Repairs and maintenance	88	1,687	2,000	313	84
Vehicle expenses					
Vehicle Repairs & Maintenance	3,190	10,923	12,000	1,077	91
Fuel	1,019	8,291	11,000	2,709	75
Total Vehicle expenses	4,209	19,213	23,000	3,787	84
Total Costs related to providing goods or service	5,487	53,460	50,860	(2,600)	105
Other expenses					
Depreciation	1,974	24,002	20,500	(3,502)	117
Total Other expenses	1,974	24,002	20,500	(3,502)	117
Total Expenses	45,804	682,376	691,870	9,494	99
Operating Surplus/(Deficit)	(45,804)	(682,376)	(681,172)	1,204	100



Balance Sheet

Chris Ruth Centre Trust As at 31 December 2024

	31 DEC 2024	31 DEC 2023
Current Assets		
Cash and Bank		
Petty Cash - Ashburton	98	-
Petty Cash - Hoon Hay	350	-
Petty Cash - Kaiapoi	61	-
Petty Cash - Leacroft	194	-
Petty Cash - Sockburn	200	-
Kiwibank Trust Account	163,925	240,023
Kiwibank Call Account 01	237,020	226,210
KiwiBank Cheque Replacement	1,000	1,000
Kiwibank Investment 08	-	300,000
Total Cash and Bank	402,847	767,233
Investments	650,000	1,200,000
Trade and Other Receivables		
Accounts Receivable	118,654	204,908
Provision for Impairment (of Receivables)	(27,068)	(27,068)
Prepayments	1,750	8,113
Sundry Debtors	-	28,010
Staff Loan	-	800
Work in Progress - Kaiapoi Site Redevelopment	347,035	17,500
Work In Progress - Hoon Hay Site Redevelopment	270,298	191,234
Total Trade and Other Receivables	710,669	423,496
Other Current Assets		
Kiwibank Investment 11	500,000	-
Kiwibank Investment 10	404,649	-
Kiwibank Investment 09	100,852	-
Total Other Current Assets	1,005,501	-
Total Current Assets	2,769,017	2,390,729
Current Liabilities		
Trade and Other Payables		
Accounts Payable	36,213	21,373
PAYE	97,282	95,001
Credit Card	233	-
Sundry Creditors	11,260	9,100
Total Trade and Other Payables	144,989	125,475
GST Payable	79,474	70,378
Employee Entitlements		
Holiday Pay Accrual	114,987	213,810



	31 DEC 2024	31 DEC 2023
Wage Payable	-	69,972
Total Employee Entitlements	114,987	283,782
Other Current Liabilities		
MSD-Income in Advance	432,904	407,157
Client Funds	994	524
Total Other Current Liabilities	433,898	407,681
Total Current Liabilities	773,348	887,315
Working Capital	1,995,669	1,503,413
Non-Current Assets		
Property, Plant and Equipment		
Land	1,665,949	1,665,949
Buildings	802,114	806,420
Computer Equipment	15,133	34,389
Plant & Equipment	57,528	51,090
Furniture & Fittings	1,387	848
Motor Vehicles	91,338	129,909
Total Property, Plant and Equipment	2,633,448	2,688,605
Total Non-Current Assets	2,633,448	2,688,605
Net Assets	4,629,117	4,192,018
Equity		
Retained Earnings	4,629,117	4,192,018
Total Equity	4,629,117	4,192,018

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Relay for Life North Canterbury Fundraising Committee

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: CommunityCoordinator

Contact phone number: [REDACTED]

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

The Relay for Life will be held at Kaiapoi Rugby Football Club. Much of the work is carried out by volunteers. However, there are a number of costs incurred in organising this event. These costs include: hire of portaloos, lighting, sound system and advertising of the event.

What is the timeframe of the project/event date? Saturday 5th April, 2025

Overall cost of project/event: \$6,850.00 Amount requested: \$500

How many people will directly benefit from this project? 500+

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

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

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

Oxford-Ohoka 10 % Rangiora-Ashley 30 % Woodend-Sefton 20 % Kaiapoi-Tuahiwi 40 %

Other (please specify): 2023 event had 36 teams of >10 each, this year aiming for similar

What are the direct benefit(s) to the participants? 127

Relay is a special & inspiring event that promotes the Southern Cancer Society, and how it supports cancer clients. A fun event for the whole community, a wide range of teams entered (schools, businesses, sports groups and organisations). Builds community spirit, togetherness and social responsibility.

What is the benefit(s) to your organisation?

Last event in 2023 grossed \$101,000 in fundraising, we hope to raise as much again. All money raised stays local in North Canterbury to help support anyone in a family going through a cancer diagnosis.

What are the benefits, economic or otherwise, to the Kaiapoi-Tuahiwi community or wider district?

Fun event for community to attend. Money raised stays in North Canterbury supporting anyone in a family in Kaiapoi -Tuahiwi going through a cancer diagnosis. Last event included teams from around the District and Chch. Local community, businesses, suppliers, entertainers & food vendors are promoted widely across NC, Chch and beyond.

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

If yes, name of parent group: Southern Cancer Society

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

A volunteer group tasked to organise and run the Relay for Life event.

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

N/A

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

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ¹²⁸ ☒ Yes ☐ No

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

If not funded, the costs will come out of the funds raised, instead of contributing towards Cancer Society objectives (direct support to cancer clients, education, health promotion, research).

Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)

☐ Bank Statement (*Bank Statements will remain confidential*)

☒ Supporting costs, quotes or event budgets

☐ Other supporting information

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

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

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

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

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

Signed 

Date: 5/3/25

HUGE SOUND

9 Patricia Place.
Christchurch 8051,
New Zealand.
Phone (03) 359-4040
Cell (021) 328678
10th December 2024

Cancer Society North Canterbury Relay for Life 5th April 2025

Attn [REDACTED]

Hi [REDACTED]

Please find listed below my quote for the sound system lighting and engineering for the North Canterbury relay for Life on the 5th April 2025 at the Kaipoi rugby football club.

Please note I have offered the same sound system and lights in this quote as supplied last year.

Sound system: I will supply my Rig B:- a 6,000 watt 3 way HK Audio Linear 5 LTS Long throw sound system with Midas MR18 Rack digital mixing desk. There will be 4 x monitor wedges 3 on the front of the stage and one for rear stage / drum fill. All speakers will be powered from a rack of Lab Gruppen power amplifiers. All music groups will be Mic-ed up or Di-ed. I will also supply 2 handheld radio mics for announcements / MC.

Lighting:

I will supply 2 x Chauvet 4 Bar Quad leds on stands plus 2 x Pro Par warm white led cans (for side lighting the performers) as per last year.

The cost of the sound and lighting inc engineering for the event: **\$1690 plus GST.**

Regards
Hugh Mathieson
Huge Sound and Staging
www.hugesound.co.nz

To:

Southern Cancer Society Of New Zealand Inc.
74 Langdons Rd
Christchurch

Date 12/02/2025

Salesperson John Boyle

ATTN: Cherie Roper

Dear Cherie

We would like to thank you for your time and consideration in regards to this quotation. Included is the detailed product specifications and prices. The quotation is confidential and is intended solely for the use of the addressee(s) named above.

Description Corflutes - RFL Nth Canty - Various Sizes

Stock : 5mm White Corflute
Size : 600 x 900, 1200 x 900 and 1800 x 600
Ink : Full colour one side
Finishing : Trim
Comments : From File supplied.

4 x 600 x 900
4 x 1200 x 900
4 x 1800 x 600

Quantity 12

Total \$582.09

Sincerely,

John Boyle

This quotation is exclusive of GST and exclusive of Freight.
Upon acceptance please circle and indicate the quantity required.

Quoted By: John Boyle **Sign:** _____ **Date:** _____

Acceptance By: _____ **Sign:** _____ **Date:** _____

This quotation is based on our interpretation of the information supplied to us. We reserve the right to requote if there are significant variations between our quote and the final job specifications errors and omissions exempt. This quotation is valid for 30 days, and is subject to our standard terms and conditions, which are available on request. Preparation and printing will commence only on acceptance of quote and our terms and conditions. Any work undertaken will be charged for if the job is cancelled. Please contact us if you require any further assistance or clarification of any issues arising from this quotation.

Head Office
112 Fitzgerald Avenue • Christchurch 8011 • New Zealand

Phone
03 377 0945

Web
www.rainbowprint.co.nz

Relay For Life 2025

Relay For Life North Cnty Kaiapoi 2025 **Budgeted (RFL 2025)**

Expenses

Advertising and promotion

Advertising - print	\$600.00
Advertising - radio	-
Advertising - Social Media	\$800.00
Coreflute Signs	\$500.00
Digital Billboards	\$2,500.00
Media and PR	-
Postage	-
Other sundry (with descriptor)	-

Event Costs

Banners and signage	-
Breakfast/Light Supper	-
Donation buckets / boxes	-
Entertainment (inflatables)	-
Equipment hire - Hirepool	-
Event food and beverage costs	-
First Aid	\$0.00
Lap counter / timing	-
Stage (Bramwells)	\$0.00
Sound Huge Sound	\$1,800.00
Survivor gifts	-
Trailer Hire	-
Toilets	\$0.00
Waste Management	\$0.00
Vehicle hire	-
Venue hire	-
Volunteer reimbursements (with descriptor)	-
Other sundry (with explanatory descriptor)	\$200.00

Functions, meetings and gratuities

Gratuities and koha	-
Launch	-
Team captain meetings	-
Thank you function	\$200.00
Volunteer (committee) meetings	-
Other sundry (with explanatory descriptor)	-

Merchandise and event resources

Merch Order from Signature Promotions	\$0.00
Balloons with candles	-
Helium balloons from Spotlight	-
Spray Chalk for marking out	-
LED candles & Candle Bags	\$200.00
Ribbon for sashes	\$50.00

Printing and Artwork

Programme	-
Other printed materials (with descriptor)	-

Salary Costs	
Contract staff	\$0.00
Sundry	
Decorations/pens for Candlebags	-
Travel	
Staff accomodation	-
Staff travel (with descriptor)	-
Volunteer accommodation (with descriptor)	-
Volunteer travel (with explanatory descriptor)	-
Total Expenses	\$6,850.00

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant for the 2023/24 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Kaiapoi-Tuahiwi Community Board 10.136.100.2410			Carry forwards \$1,032 – Returned funds \$500				\$ 7,522.00
	17-Jul	Coastguard North Canterbury	towards upgrading the swift water rescue vessel		\$500	\$750	\$ 6,772.00
	21-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$750	\$418.27	\$ 6,353.73
	21-Aug	Community Wellbeing North Canterbury Trust	towards an 0800 number	7-May-24	\$600	\$600	\$ 5,853.73
	16-Oct	Pines Kairaki Beaches Association	Towards hosing a Christmas event	31-Jan-24	\$515	\$515	\$ 5,338.73
	20-Nov	St Patick's School	towards a bike and scooter track		\$500	Declined	\$ 5,338.73
	20-Nov	Community Watch Kaiapoi Inc	towards a AED	8-Mar-24	\$750	\$750	\$ 4,588.73
	11-Dec	North Canterbury Pony Club	Towards first aid services	18-Oct-24	\$1,000	\$750	\$ 3,838.73
	19-Feb	Northern Phoenix paddling club	towards go pro cameras	27-May-24	\$1,667	\$667	\$ 3,171.73
	19-Feb	Waimakariri Community Arts Council – Kaiapoi's Art on the Quay	towards promotion of exhibitions	20-May-24	\$695	\$695	\$ 2,476.73
	13-Mar	Cure Boating Club	Towards painting a mural on its walls	7-May-24	\$1,000	\$1,000	\$ 1,476.73
	15-Apr	Kaiapoi Branch North Canterbury Pony Club Inc	Towards a new BBQ	8-Jul-24	\$611	\$250	\$ 1,226.73
	15-Apr	St Patricks School PTA	Towards new sports balls		\$750	Declined	\$ 1,226.73
	15-Apr	Pines Kairaki Beaches Association	Towards hosting community events	26-Sept-24	\$500	\$500	\$ 726.73
	15-Apr	The Darnley Club	Towards the cost of transporting a client		\$728	Declined	\$ 726.73
	17-Jun	Kaiapoi Softball Club	towards hosting a softball tournament	returning funds event cancelled	\$750	750	

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant
for the 2024/2025 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Kaiapoi-Tuahiwi Community Board 10.136.100.2410			2024/25= \$8,600				\$ 8,600.00
	15-Jul	Waimakariri United Football Club	Towards Bibs for Mainland competition teams		\$856	\$500	\$8,100
	15-Jul	R13 Youth Development Trust	Towards Art Therapy supplies	30-Jan-25	\$600	\$600	\$7,500
	15-Jul	Community Wellbeing North Canterbury Trust	Digital media screen for Karanga Mai Early Learning Centre		\$600	Declined	\$7,000
	19-Aug	Allstars U18	Towards training camp		\$750	\$500	\$7,000
	19-Aug	Oxford Community Trust	towards catering costs for Day Out event		\$750	Declined	\$7,000
	19-Aug	Kaipoi Garden Club	towards costs of running Kaipoi Garden Competition	4-Nov-24	\$560	\$500	\$6,500
	19-Sept	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$750	\$500	\$6,000
	19-Sept	YDOT	Towards Funday & Adventure Race		\$918	\$517	\$5,483
	21-Oct	Kaipoi Community Garden	Floor Covering		\$550	\$550	\$4,933
	21-Oct	Pines Kairaki Beaches Association	Christmas Event		\$732	\$732	\$4,201
	17-Feb	Waimakariri Outrigger Canoe Club	Purchase of paddles and lifejackets		\$1,000	\$500	\$3,701
	17-Feb	Silverstream Reserve Volunteer Group and Down by the River	Donation for Musicians		\$750	\$500	\$3,201
	17-Mar	The Chris Ruth Centre	Shade sail		\$1,000		

GOVERNANCE

Kaiapoi-Tuahiwi Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06/ 250130015016

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 17 March 2025

FROM: Kay Rabe, Governance Advisor

SUBJECT: Approval of the updated Kaiapoi-Tuahiwi Community Board Plan 2022-25

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



 General Manager



 Acting Chief Executive

1 SUMMARY

This report seeks the Kaiapoi-Tuahiwi Community Board's (the Board) approval of the 2024/25 update of the Kaiapoi-Tuahiwi Community Plan.

Attachments:

- i. Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).

2 RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 250130015016.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2022-25 if any further minor editorial corrections are required.

3 BACKGROUND

- 3.1 As a requirement of the Council, the Community Board must produce a Community Plan (the Plan) each term and review it annually so that the Board can assess how it is progressing with its objectives, reflect on its current work, and include any feedback from the community.
- 3.2 The Plan for the Kaiapoi-Tuahiwi area was developed by the Kaiapoi-Tuahiwi Community Board, elected in October 2022.
- 3.3 The Plan was developed with input from Board members who regularly communicate with residents, community leaders, and community organisations and are in a good position to advocate.
- 3.4 The importance of the Plan should not be underestimated, as it is a vehicle by which the Board can inform the community about its purpose and performance expectations. It also ensures that the community's needs are presented to the Council in a consistent and planned manner and conveyed through Annual and Long Term Plans.

4 **ISSUES AND OPTIONS**

- 4.1 The Plan has been updated to include the Board's key achievements and progress on projects during 2024 and highlights upcoming projects in the Kaiapoi-Tuahiwi area championed by the Board. It will, therefore, assist the community in understanding that their concerns are being heard and that they have a voice in local government decisions.
- 4.2 The Plan also contained updated information regarding the Board's Discretionary Grant, the Youth Development Fund, the Board's Landscaping Budget, and the Board meetings for the 2024/25 financial year.
- 4.3 The Plan will furthermore serve as a promotional document for the Board and will be freely available at Council libraries, Council Service Centres, and on the Council website.
- 4.4 Staff request that the Chairperson be authorised to approve the final version of the updated Plan if any further minor editorial corrections are required.
- 4.5 **Implications for Community Wellbeing**
The issues and options that are the subject matter of this report have implications for community wellbeing, as the Plan is a tool for informing the community on the work and progress made on issues being dealt with by the Board during the term.
- 4.6 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

- 5.1 **Mana Whenua**
Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report.
- 5.2 **Groups and Organisations**
Community Groups and Organisations benefit positively from the projects and funding implemented by the Community Board. They may wish to apply for funding from the Board or lobby for the Board's support for various community projects. Also, the Plan was developed with input from Board members who communicate with local residents, community leaders, and community organisations on a regular basis.
- 5.3 **Wider Community**
The wider community is not likely to be affected by or have an interest in the subject matter of this report. However, the Plan was developed with input from Board members who communicate regularly with local residents, community leaders, and community organisations.

6 **IMPLICATIONS AND RISKS**

- 6.1 **Financial Implications**
The decisions sought by this report have no financial implications, as the servicing of Community Boards is met within the Council's existing Governance Budgets. There is a small cost associated with printing the documents (in-house) for the Service Centres and members.
- 6.2 **Sustainability and Climate Change Impacts**
The Plan includes information on several projects underway in the Kaiapoi-Tuahiwi area that could impact sustainability and climate change, such as alternative transport, tree planting, and food security.
- 6.3 **Risk Management**
There are no risks arising from the adoption of the recommendations in this report.

6.4 **Health and Safety**

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

7 **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Local Government Act 2002 Clause 52.

Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as at 25 October 2016.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

The Board is required by the Council to prepare and adopt a Community Board Plan annually that highlights the key issues, priorities, and actions that the Board proposes to advance during the year.



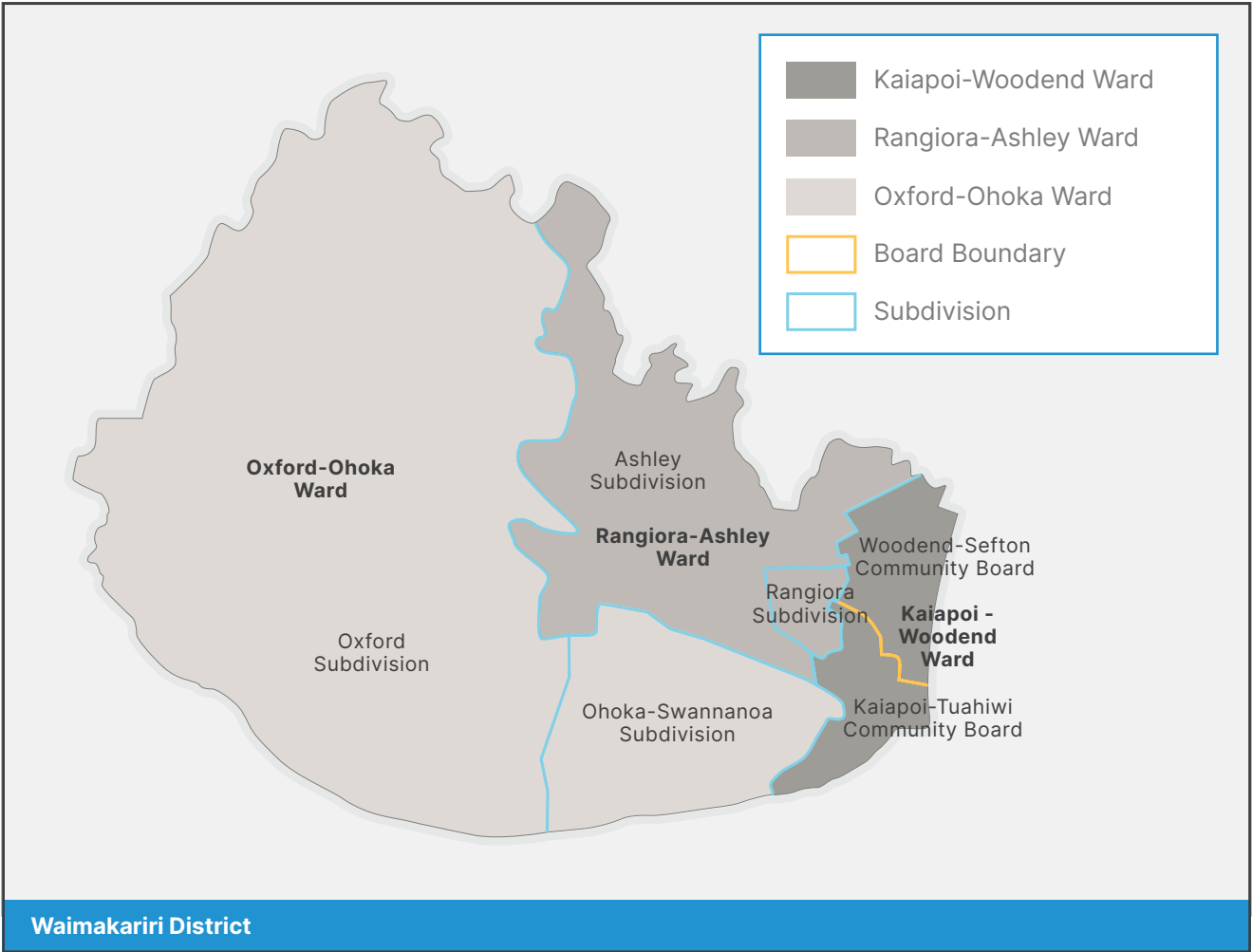
Kaiapoi-Tuahiwī Community Board Community Plan 2022–2025





Ward	Population
Rangiora-Ashley Ward	28,126
Oxford-Ohoka Ward	14,465
Kaiapoi-Woodend Ward	29,482
Total	72,023
Kaiapoi-Woodend Ward	Population
Woodend-Sefton Community	11,890
Kaiapoi-Tuahiwi Community	17,592
Total	29,482

*Estimated resident population as at 30 June 2023



Chairperson's Message

Dear Residents

The Kaiapoi-Tuahiwi Community Board continued to work on projects and improvements to the district that increase visitors to the area and create a pleasant environment for residents.

The improvement of town entrances is progressing with new tree plantings at the southern entrance to be completed in autumn 2025. This will be complemented with a restoration of 46 Main North Road which will create a more welcoming entrance to the town on the old Main North Road.

Concern with the damage to plantings by large vehicles unable to navigate the undersized Charles Street roundabout is an ongoing issue, and signage to encourage trucks to take alternative routes has been installed. A change to the landscaping in terms of more durable hard materials instead of plantings is yet to be made.

Efforts to get Waka Kotahi to maintain the traffic islands that run throughout the town from the motorway have not been successful however with the fast tracking of Woodend Bypass there may be an opportunity for this to be rectified. Negotiations continue.

The groups to make their home at the community hub on Courtenay Drive were finalised and combined with the work carried out by the collaboration between community board and TKOT planting of Huria Park, the area is being enhanced, providing more opportunities for public use including recreation areas, walks and cycleways.

Support to the community through the distribution of grants saw a wide range of applications from community groups allowing them to function more effectively.

Although the Board mostly supports the requests that occur from deputations and presentations to the Board, one that was ruled against was the fencing of the Moorcroft Reserve for Kaiapoi North School. The reserve remains a reserve for public use.

The motorhome park continues to attract large numbers of tourists, which brings more money into the town, helping local businesses. A new dump station resulting from that growth has been approved.

A five year lease to the Alwyn G Heritage Trust was approved. The restoration of this historic ship provides another nautical attraction on the riverbank.

The state of the water in the Kaiapoi River is an important matter and the Board gained results of an investigation by scientist Adrian Meredith who asserts it is a result of saline intrusion. Responses to this information have yet to be made.

Opportunities for the development of boat access to the river have been offered by private concerns which the Board supports.

The Kaiapoi Art Expo, an event that brings many visitors to Kaiapoi each year, donated funds for a Raymond Herber sculpture to be installed along the Silverstream riverbank adding to the number of sculptures located along walkways and cycleways for the enjoyment of all.

The generous gift by a deceased member of the Kaiapoi community to be used in a seven kilometre radius of the Charles Street roundabout was gratefully received from Harry Harper and planning has started on a revamp of the town's bridge across the Kaiapoi river. This will be a significant improvement on the town centre aesthetics and the Board is extremely grateful for the opportunity to add to the vibrancy of the town centre.

Thanks must go to Board members for their continued work in supporting their community. Board members are always open to any ideas or suggestions that residents may have about improvements to their town and district and welcome any communication.

Kind regards

Jackie Watson

Chairperson

Kaiapoi-Tuahiwi Community Board




About the Kaiapoi-Tuahiwi Community Board

The Waimakariri District is divided into three wards with the Kaiapoi-Tuahiwi Community Board representing the southern end of the Kaiapoi-Woodend ward, including the communities of Kaiapoi, Clarkville, Tuahiwi and the Pines and Kairaki Beaches.

The Kaiapoi-Tuahiwi community area has a great mix of properties and people, ranging from urban settlements to lifestyle blocks to beaches in the east. The population of the Board's community area is estimated to be 15,650.

The focus of economic activities within the community area is: residential accommodation, commercial businesses, light industry and tourism.

What is a Community Board?

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri District is currently divided into three wards, and the Kaiapoi-Tuahiwi Community Board provides feedback, leadership and support to residents within the southern part of the Kaiapoi Woodend Ward.

The Kaiapoi-Tuahiwi Community Board is comprised of five elected members, plus two appointed Councillors of the Waimakariri District Council, giving a total of seven members. The Board has invited the other two Ward Councillors to participate in Board discussions but they do not have voting rights.

The Community Board is not the Council nor is it a committee of the Council. The Board works collectively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council.

How does the Community Board do this?

- Taking an overview of the Council's services and projects affecting the area including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities and roading and traffic management projects
- Engaging with residents, community organisations and groups in developing local solutions and keeping you informed by using a variety of means, and being visible and accessible

- By encouraging community participation in local Board and Council decision-making
- Advocating to the Council on key issues and priorities for the community area, especially through the Annual and Long Term Plan processes
- Providing grants to community groups and organisations
- Working collaboratively with other Community Boards to promote an understanding for the work being done in the District as a whole
- Maintaining positive working relationships with key Council staff and management
- Actively participating in Council business, including the annual budget to ensure equitable spending across the District while being mindful of rates affordability.

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Board for advice and help.

**For contact details
see pages 10–11**

**or visit: [waimakariri.govt.nz/
your-council/ council-boards-
and-committees/kaiapoi-
tuahiwi-community-board](https://waimakariri.govt.nz/your-council/council-boards-and-committees/kaiapoi-tuahiwi-community-board)**

Performance Expectations 2022–2025

The Kaiapoi-Tuahiwi Community Board aims to meet the needs of our diverse community through:

- Engaging with individuals, groups, other Boards, and the Council to provide the best outcome for the Kaiapoi-Tuahiwi community and the District as a whole
- Engaging and interacting with younger generations by seeking their views and feedback on important issues in the ward
- Engage with local schools, the Youth Council, community and advisory groups and offer encouragement for their projects and provide assistance where practical
- Developing closer links and relationships with key settlements and groups in the Kaiapoi-Tuahiwi Ward, as well as with significant District-wide organisations
- Developing strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings
- Developing and promoting the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Maintaining positive working relationships with key Council staff and management
- Actively participating in Council business and the annual budget process to ensure equitable spending across the District whilst being mindful of rates affordability
- Support the Council's Local Economic Development Strategy to encourage business growth across the community area
- Continue to advocate for the protection and enhancement of waterways and wetlands for recreational purposes
- Advocating for balanced growth that enhances and protects the character of the communities' recreational, opportunities, liveability and employment
- Working closely with each community to identify and encourage attractive streetscapes which enhance the visual profile of that community
- Advocate for community concerns regarding safer roads and cycleways
- Lobbying for improved infrastructure for modern technology i.e. recharging stations, better Internet, etc.



'Wind Swept Tree' by Raymond Herber in Silverstream Terrace Reserve

What's happening now and looking forward?

There are a number of projects underway in the Kaiapoi-Tuahiwi Community area, this section outlines those projects.

Reserves

Hurira Reserve

The Hurira Reserve – Heritage and Mahinga Kai Development covers nearly eight hectares of land within the Hurira Reserve in Kaiapoi. The reserve recognizes the significant cultural values for Te Ngāi Tūāhuriri Rūnanga. Mahinga Kai describes the food and natural resources that mana whenua gather in their takiwā (area), and the practices they use. The area will provide for social and cultural activities, include walking historic trails, native forest planting and a cultural and education center. Pathways have been established and recently an entry way has been established. Numerous planting days have resulted in establishing the start of the required plants, the beginnings of the environmental and biodiversity ecosystems.



Hurira Reserve Entrance

Silverstream Reserve

This reserve is located in a rural setting near the settlement of Clarkville. It is a 52 hectare reserve spanning two sites and has been replanted with more than 50,000 native plants by enthusiastic volunteers. The east end site is 28 hectares in size and contains a mixture of wetland and dry land plants and is the home of the rare Gratiola



Silverstream Reserve

Sextendata wetland plant and Muehlenbeckia Axillaris which is host to the native Boulder Copper butterfly.

The west end site is 23 hectares and hosts a more mature mixture of wetland and dryland plants with majority of plantings being wetland plants that follow the stream. The reserve is known for fishing and is significant to local Maori for Mahinga Kai.

New Reserve opposite Hellers – 46 Main North Road

The land at 46 Main North Road was vested as a Local Purpose Reserve in 2024. The area is highly visible from one of the main arterial routes into Kaiapoi and is a prime site for recreational and ecological enhancements.

Funding has been received from the Arohatia te Awa project which aims to enhance the water quality of the Courtenay Stream within the site via wetland and riparian restoration efforts. This will enhance the biodiversity value and ecosystem service delivery whilst also allowing the area to be used for recreational purposes.

As a wetland, there are certain consenting requirements which must be adhered to before works can begin. These include preparing a restoration plan based on a reference ecosystem.

The reference ecosystem for this area is Pointer's Wetland located along the Waimakariri River which has been surveyed to inform the plant community to be used at the 46 Main North Road site.

Full details of the restoration aims, objective, methods and ongoing monitoring are being compiled into a report which will be submitted to Environment Canterbury. Whilst this work is being undertaken, the area of the site which is outside of the wetland, namely the land to the west of Courtenay Stream and adjacent to the road, will be prepared and planted with indigenous species during the 2025 planting season (May—September).

Playground replacements

Currie Park/Norman Kirk playgrounds.

The eastern Kaiapoi community is currently serviced by two neighbourhood parks which include playgrounds: Currie Park and Grey Crescent Reserve. Norman Kirk Park, the Food Forest and wider Regeneration Area are also within proximity.

The playground equipment at Currie Park is currently at a point of renewal and previous engagement with the community around this reserve indicated that the play space here was underutilised.

Consultation was carried out with residents regarding the development of a new play space at Norman Kirk Park instead of renewing the play space at Currie Park. Feedback from the surrounding community indicated that residents were mostly supportive of this.

The play space at Norman Kirk Park was intended to serve the surrounding neighbourhood and provide for family members of those using the sports fields.



Norman Kirk Park Location Plan



Currie Park Play Space Concept Plan

The Concept Plan included a fort structure with slides and climbing elements, a three bay swing set, a carousel/spinner and a rocker.

The Currie Park Concept Plan was based on providing a play space with natural and sensory play. The play space would offer opportunities for exploring and finding, with a bug trail, timber stepping posts, walking logs, rock boulders, varied plantings. The play space would utilise the bark mulch area that the existing playground equipment would be removed from, which is still of good quality.

Community Hub Playground (NCF Park)

Waimakariri District Council Playground Strategy has identified the adjacent NCF playground as due for renewal. The playground equipment at NCF is also at the end of its useful life and needs to be decommissioned. Relocation of the NCF Playground was approved in October 2021.

Adjacent to NCF Park is the Kaiapoi Community Hub. This was proposed in The Kaiapoi Reserves Master Plan and consulted on through the 2020/2021 Annual Plan as a response to the Canterbury earthquakes. The Board approved public consultation with stakeholders and the wider community of the concept plan presented at its November 2024 meeting. The final plan, after feedback has been received is expected to be presented for sign-off in early 2025.

The Pines playground

Recently the Pines playground was relocated due to flooding of the old site. This project has been completed and the Board has received positive feedback from residents on the new placement.

Town entrances

The Board had been working with Greenspace staff to redesign the entrances into Kaiapoi with workshops held deciding in 2023 to focus on upgrading the southern entrance on Main North Road.

The Board recently signed off on the replacement of the Welcome to Kaiapoi sign at this entrance and authorised the planting of more trees to create an avenue effect. This work will be carried out during the first part of 2025. The other entrances will be upgraded in the following years as funding becomes available.

Kaiapoi and Cam River Rehabilitation

A report on the ecological dieback of the Kaiapoi and Cam Ruataniwha Rivers was presented at the Board's October 2024 meeting and the Board's concerns and request for further monitoring resulted in the report being presented to the Council in November 2024 and a letter written to the Chief Executive of Environment Canterbury.

A joint meeting of Environment Canterbury and Waimakariri District Council's elected members resulted in a request for a report on past governance/management of the Kaiapoi and Cam Ruataniwha Rivers and should include a proposal for a future management structure. Work on the review of a management structure will be carried out in 2025.

Charles Street Roundabout

The Board held a workshop with Roding staff to raise their concerns regarding the Charles Street Roundabout and the lack of manoeuvrability for large trucks and buses, noting that business frontages had been damaged and the plantings destroyed by vehicles trying to access Williams Street. The Board requested that consideration be given to installing signage to dissuade large trucks and motorhomes from using the Charles Street roundabout and encouraging them to utilise the roundabout in Smith Street instead. Signage has been installed recently and the intersections will be monitored to ensure that these measures have been effective.

Kaiapoi Community Hub

The Kaiapoi Hub project is making progress, with services and civil work now completed. The Kaiapoi Croquet Club has built its maintenance shed and is in the process of completing their own two lawns as have been successful in obtaining funding for this. The Council is still working on lawns one and two which are expected to be handed to the club in early 2025.

Staff are currently working with YDOT, Menz Shed, and Satisfy Food Rescue on their building designs. Although the overall construction costs and securing funding remain significant challenges for all groups, staff are actively providing support. This includes offering advice on consent and building requirements, as well as guidance on funding options.

Advocating on behalf of the Community

- **Waimakariri District Plan Review** — The Board made a submission during the recent public consultation on the District Plan Review and will continue to support, contribute to and monitor the progress of the Plan.
- **Submissions – Annual Plan** — The Board will continue to work with the Council and submit on draft Annual Plans and the draft Long Term Plan (LTP).
- The Board submitted on the key issues outlined in the consultation documents on both Environment Canterbury and the Council's Draft Long Term Plan 2024–2034. The Board also successfully submitted on Plan Change 31 ensuring the community's viewpoints were presented during the hearing.
- **Discretionary Grants** — Continued to support a wide range of local community groups through the Board's discretionary funding grants.
- **Youth Development Grant** — Continued to support Waimakariri Youth Development Grant which is aimed at young people, aged between 12 and 24 years, living in the District.
- **Northern Pegasus Bay Bylaw Review** — The Board made a submission on the review of this bylaw during 2024.

Upcoming projects

Williams Street Bridge Upgrade

The iconic bridge on Williams Street in Kaiapoi is set for an upgrade. Council staff have been investigating options to replace the balustrade after an engineering assessment found the barriers were no longer fit for purpose.

Given the significant investment required to complete the bridge upgrade, the Council had budgeted for the work to be undertaken in 2027/28 as part of the 2024–34 Long Term Plan. However, a generous bequeath from Mr Harry Harper has made the project possible now.

The Harper Family have agreed to the bequeathed funds being put towards the restoration and upgrade of the bridge. The upgrade will include an architectural laser cut stainless steel handrail and infill panels, incorporating cut out design motifs. The stainless-steel infill panels require little maintenance and are stronger, giving more flexibility for panel design. This will also see the existing concrete pillars and lamp posts retained and refurbished.

Council staff will be working closely with the Kaiapoi-Tuahiwi Community Board, Waimakariri Public Arts Trust and project Community Advisory Group to develop a design for the panels that will showcase the unique history and narrative of Kaiapoi. A design brief for the stainless-steel panels will now be prepared by the Advisory Group for the Public Arts Trust, with the final sign-off being made by the Kaiapoi-Tuahiwi Community Board.

Alwin G Heritage Trust

Following approval from the Board to temporarily store the historic scow 'Success' at the Corcoran Reserve at 73 Charles Street, the vessel is now in place and the Trust hopes to begin restoration once funding has been sourced.

The Trust anticipates that work the scow will be able to be floated within five years although full restoration may take longer. There are plans that other vessels may also be renovated in the future.

Relocation of Historic Kaiapoi Railway Station

Recently the historic Railway station was relocated to enable Paris for the Weekend café to utilise the view of the river and create an outside seating area. This has proved popular during the summer months. Recently the Board met with the owners of the building to negotiate a lease which would be advantageous to both parties.

Since the relocation business has increased and Paris for the Weekend attracts visitors to the town and residents alike.

Car and boat trailer parking

The Board has recently delayed work on this initiative in favor of revamping, in partnership with the New Zealand Motor Caravan Association, the Charles Street Caravan dump station. The Board recently signed off on the proposed design and the project is scheduled to be completed by June 2025.

Kaiapoi Food Forest

Over the past five years, the Kaiapoi Food Forest has grown in use significantly with visits from preschools, schools, and other groups. The Kaiapoi Food Forest Trust would like an education facility in the Food Forest to help teach people to grow food sustainably. The demand for these programs is growing and the Trust wish to install a permanent toilet and shelter to support these activities. The shelter and toilets will be predominantly used for education programs and events.

This will be a self-funded initiative with no cost to the Council. Construction of an education shelter including a toilet at the Kaiapoi Food Forest was approved by the Kaiapoi Tuahiwi Community Board in December 2023 and by Council in February 2024. Construction is scheduled to begin shortly.



The Scow 'Success' in Progress

Murphy Park and Rowing Precinct

The Board has considered several ways to advance this project however due to costs the project has been stalled for some time.

However, as a result of a recent deputation of parents from St Margaret's College there is a positive indication that this long-awaited project may be able to be concluded. The parents of St Margaret's College rowing team have raised health and safety concerns and the difficulties that face rowers accessing the river. As a result, parents have donated funds to top up the current budget to achieve a new pontoon which will allow not only College rowers to access the river but other rowers and kayakers which use the current slipway.

A design and costings are being carried out with the expectation that this project will be completed by spring 2027.

Courtenay Stream Wetland Reserve and Ohoka Stream Loop Trail

Two new greenspace conservation and recreation projects Board members are keen to advance this year are the new Courtenay Stream Wetland Reserve and the Ohoka Stream Loop Trail.

The Courtenay Stream Wetland Reserve is a Council-owned four-hectare block along the Courtenay Stream at the south entrance to Kaiapoi opposite the Hellers factory. Essentially a wetland with higher ground along the stream on its Main North Road frontage, the reserve plan includes a walking trail, small carpark and wetland plantings.

The Ohoka Stream Loop Trail is on the west side of the Silverstream subdivision across the Ohoka Road arterial. It follows along the western side of the arterial to the Ohoka Stream, along the stream to loop back to a small carpark to be created near Butchers Road corner. The trail which varies from 10m to 20m wide along the stream is about two kilometres long. A one-hectare former Department of Conservation block at the Mill Road corner will be incorporated into the loop trail and ideas for this include creation of native butterfly habitat plantings.

Projects supported by the Board

- ENC way find signage - It was brought to the attention of ENC that walkers and cyclists were getting lost when using the trails in the district. To combat this ENC has been working on installing way finding signage on walking

and cycle tracks within the district. This is an ongoing project as more cycleways and walkways are progressed.

- Waimakariri Public Arts Sculpture trail — The Waimakariri Public Arts Trust installed a Raymond Herber sculpture on the banks of Silverstream during the year (see page 3), continuing their work in providing more artworks in the district.
- A sculpture trail is to be released early 2025 which will be an attraction for art lovers and tourists to further investigate the historic and artistic aspects to be found in Waimakariri. Kaiapoi will be a strong feature as it has the highest number of artworks in the district.
- Art on the Quay — Art on the Quay is located in the Ruataniwha Kaiapoi Service Centre which also houses the Council service desk, Kaiapoi Library and Kaiapoi Museum. Art on the Quay operates under the Waimakariri Community Arts Council and is managed by Jackie Watson and a team of helpers, all volunteers.

Recently celebrating their 10 years as an art gallery with a special exhibition opened by Mayor Dan Gordon, the gallery has held 97 exhibitions of predominately local artists, making a solid contribution to the vibrancy and well being of the town and its community.

- Repair of the Courtenay Stream — Environment Canterbury came to speak to the Board at the end of 2024 to inform them they will be carrying out works on Courtenay Stream flood gates which are in bad repair after the earthquakes. This work is supported by the Board and it is hoped that work will start in 2025.



Community Engagement




Supporting Community Groups

The Board will continue to support and advocate for community groups within the Board's area.

Through the use of its discretionary funds the Board will continue to support a wide range of local community groups and events.

The Board is also interested in hearing from its residents and has had several groups or individuals who came to speak (Deputations) to the Board during the previous year on numerous subjects.

Group / Individuals	Subject	Outcome
Dr Martinez	Blue Zone living	For information
Councillor MacKay	Environment Canterbury's Long Term Plan	Board developed a submission on behalf of its residents.
M Korhonen	Building Communities	Board suggested that M Korhonen work with the Community Team and Libraries to promote this initiative.
J Miles and G Thompson	Fencing Moorcroft Reserve	Requested staff to consult with the public and report back to the Board so a decision could be made.
L Griffiths and C Dowdell (Environment Canterbury)	Possible closure of Hays Road	Board encouraged ECan to work with the roading team and consult with the public
Fred Brooks (ECan)	Courtney Floodgate Repairs	For information
A Fechny	Youth Development Opportunities Trust	Promoted Fun Day and received funding
N Atkinson	Alwin G Heritage Trust	Update on progress on the scow repair and lease to occupy
K Adams	Kaiapoi Community Gardens	Update on this initiative and received funding
W Blakely, T Keys and F Moore	Water access for rowers at Murphy Park	Working with the Council to progress this and offered support funding
D Kingi-Paterson	Doll and Bear Show	For information

Kaiapoi-Tuahiwi Community Board members		
Member and contact details		Responsibility and representation on outside organisations
	Jackie Watson Chairperson Mobile: 022 350 9547 Email: jackie.watson@wmk.govt.nz	<ul style="list-style-type: none"> • Waimakariri Arts Trust • Waimakariri Public Arts Trust • Pines-Kairaki Beach Association • Northern Pegasus Bay Advisory Group
	Sandra Stewart Deputy Chairperson Mobile: 027 668 8583 Email: sandra.stewart@wmk.govt.nz	<ul style="list-style-type: none"> • GreyPower North Canterbury • Kaiapoi Promotion Association • Heritage and Mahinga Kai Joint Working Group • Silverstream Reserve Advisory Group
	Tim Bartle Mobile: 021 477 449 Email: tim.bartle@wmk.govt.nz	<ul style="list-style-type: none"> • North Canterbury Neighbourhood Support • Waimakariri Health Advisory Group • Clarkville Rural Drainage Advisory Group • Central Rural Drainage Advisory Group • Coastal Rural Drainage Advisory Group
	Tracey Blair Mobile: 027 685 8667 Email: tracey.blair@wmk.govt.nz	<ul style="list-style-type: none"> • Waimakariri Access Group • Darnley Club
	Russell Keetley Mobile: 0210 894 9646 Email: russell.keetley@wmk.govt.nz	<ul style="list-style-type: none"> • Kaiapoi and Districts Historical Society • Kaiapoi Landmarks Team
	Cr Neville Atkinson JP Mobile: 021 558 037 Email: neville.atkinson@wmk.govt.nz	<ul style="list-style-type: none"> • Deputy Mayor • Waimakariri Passchendaele Advisory Group • Kaiapoi Marine Precinct Bookings Advisory Group • Northern Bulldogs

Kaiapoi-Tuahiwi Community Board members		
Member and contact details		Responsibility and representation on outside organisations
	Cr Al Blackie JP QSM Mobile: 027 327 6761 Email: al.blackie@wmk.govt.nz	<ul style="list-style-type: none"> • Creative Communities NZ Assessment Committee • Waimakariri Community Arts Council • Waimakariri Art Collection Trust • Kaiapoi Marine Precinct Bookings Advisory Group • Northern Pegasus Bay Advisory Group • Clarkville Rural Drainage Advisory Group • Coastal Rural Drainage Advisory Group

Other Kaiapoi-Woodend Ward Councillors

The Kaiapoi-Woodend Ward has a total of four Councillors elected to represent it on the Council. Two Councillors, N Atkinson and A Blackie, have been appointed by the Council to the Kaiapoi-Tuahiwi Community Board. Councillors B Cairns and P Redmond have been appointed to the Woodend-Sefton Community Board.

The Kaiapoi-Tuahiwi Community Board has chosen to have all four Councillors sitting at the Board table to contribute to debate and discussion. However, only Councillors Atkinson and Blackie (as the appointed Councillors) have voting rights at the Kaiapoi-Tuahiwi Community Board.

Member and contact details		Responsibility and representation on outside organisations
	Brent Cairns Mobile: 027 222 4767 Email: brent.cairns@wmk.govt.nz	<ul style="list-style-type: none"> • Waimakariri Access Group • North Canterbury Museums' Group • Kaiapoi Promotion Association
	Cr Philip Redmond QSM Mobile: 027 439 5515 Email: philip.redmond@wmk.govt.nz	<ul style="list-style-type: none"> • Southbrook Road Improvements Working Group • Southbrook Road Reference Group • Southbrook School Travel Plan Working Group • Waimakariri Health Advisory Group • Walking and Cycling Reference Group • Ashley River Rating Committee

Kaiapoi-Tuahiwi Community Board Discretionary Grant

Each financial year (July to June) the Kaiapoi-Tuahiwi Community Board is allocated funds to distribute, by application, to community-based organisations within their community area.

For the 2024/25 financial year (July–June) the Kaiapoi-Tuahiwi Community Board has \$8,600 available for grants to non-profit community based organisations.

Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community area of Kaiapoi-Tuahiwi
- Grant funding is limited to projects within the Board area or primarily benefiting the residents of the Kaiapoi-Tuahiwi area
- The applicants should clearly state the purpose for which the money is to be used
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation
- The applicant should submit a balance sheet which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received
- Where possible or feasible applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Kaiapoi-Tuahiwi Community Board
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government
- Grant applications will be considered at each meeting by the Kaiapoi-Tuahiwi Community Board

- Generally funding grants will be a maximum of \$750 in any one financial year (July to June), but the group can apply up to twice in that year, providing it is for different projects
- Examples of what is not funded are available on the application documents. Debt and wages are not funded.

Application process

Application forms can be picked up at any of the Council's Service Centres. Alternatively an application form can be printed, downloaded or completed online from the Council's website: www.waimakariri.govt.nz/council/funding-and-grants/board-grants-and-funding

The completed application should be posted to:

Governance Team

C/- Waimakariri District Council,
Private Bag 1005, Rangiora 7440

Or emailed to: com.board@wmk.govt.nz

Or dropped in to your local Council service centre (see back page for details).



Waitangi Day Celebration — All Together Kaiapoi

Kaiapoi-Tuahiwi Community Board Grants 2024–25

Date	Group	Project	Amount
July	Waimakariri United Football Club	Towards bibs	\$500
July	R13 Youth Development Trust	Towards Art Therapy supplies	\$600
August	Allstars U18	Towards training camp	\$500
August	Kaiapoi Garden Club	Towards costs of running Kaiapoi Garden Competition	\$500
September	North Canterbury Inclusive Sports festival	Towards hosting Inclusive Festival	\$500
September	YDOT	Towards Fun day and Adventure Race	\$517
October	Kaiapoi Community Garden	Towards floor covering for shed	\$550
October	Pines Kairaki Beaches Association	Towards Christmas Event	\$732



Waimakariri Access Group — Inclusive Sports

Waimakariri Youth Development Grant

Purpose of the grant

In 2018 the Waimakariri Community Boards established the Waimakariri Youth Development Grant to support one or more young people seeking:

- To enhance young people's skills and strengths; especially self-worth, decision-making, good relationships, resilience, positive mental health, life-skills and leadership
- To provide opportunities for young people to connect positively with their community in meaningful, practical ways
- To help and benefit others.

General overview

Available to young people living in the Waimakariri District aged between 12 and 24 at the time of application. An annual grant of up to \$4,000 is available for allocation to suitable applicants in any one year. The Youth Development Grant Committee may award more than one grant up to a combined maximum of \$4,000 in a financial year (1 July 2023 to 30 June 2024).

Application process

Applications must be fully completed and supported by two references. For example, teacher, school principal, employer, faith leader, youth worker or community group leader. One reference may be permitted from a member of the

applicant's wider family. The applications for the 2022/23–2024/25 financial year opened at the end of September 2021 and the closing date was 11 February 2022. Applications for the 2024/2025 financial year will open in September 2025. Information is available on the Council website at: waimakariri.govt.nz/community/funding-and-grants/youth-development-grant

Selection process

The Youth Development Grant Committee includes the four Community Board Chairs and an appointee of the Waimakariri Youth Council. The Committee is the sole decision-making body.

Short-listed applicants will be expected to present their application to the Committee in person and to answer any questions that the Committee may have. Applicants will be expected to provide an overview of their proposed project/activity to the Committee and they may choose how to do this. The Committee members will ask all applicants a series of general questions to help them make a decision.

The Council staff will work with the successful applicant to formalise an agreement on how the grant will be paid to them. This is really important as the Committee needs to be sure that the grant is spent on the project/activities the applicant has told them about and to also provide additional guidance to our youth.

Previous recipients

Group	Project	Amount
Waimakariri Student Volunteer Army	Towards the costs of purchasing high visibility vests, work gloves, a first aid kit and on spades to do volunteer work within the community	\$1,733
J Reyello, L Price and E Stokes	Towards attending the 2020 24-7 YouthWork National Training held in Wellington.	\$2,000
Abby Fraser	Towards establishing a weekly Breakfast Club for young people attending Rangiora High School without breakfast.	\$4,000
Lee Pockson	Towards hosting Theatresport workshops for young people.	\$1,000
Ruby Wilson	Towards hosting two Leadership Breakfasts for young leaders in the Waimakariri District.	\$3,000

Board's General Landscaping Budget

The 2024/25 Kaiapoi-Tuahiwi Community Board General Landscaping Budget is \$49,490. Allocations for the 2024/25 year have still to be finalized.

The following projects are currently being undertaken:

The current Board will be allocating its 2024/25 budget early in 2025.

Current Projects		
Town entrance development	Pending	\$75,810
Interpretive signs	Completed	\$20,000
Patchina's Walkway upgrade	Completed	\$7,700
Seat at BMX track	Completed	\$2,000
Raymond Herber sculpture	Completed	\$10,000
Passchendaele walkway	In progress	\$3,200



Blackwell's 150 Celebration Sculpture



Obelisk on Northern Bank of Kaiapoi River

Where and when are Meetings Held?

The Kaiapi-Tuahiwi Community Board meets at the Kāikanui Room, Ruataniwha Kaiapoi Civic Centre, commencing at 4pm:

The next meetings are scheduled on the third Monday of the month.

The dates for 2025 are:

17 February
17 March
14 April
19 May
16 June
21 July
18 August
15 September

Meetings will start at 4pm.

NOTE: As 2025 is an election year the last meeting of the current triannual will be held in September 2025



Ruataniwha Kaiapoi Service Centre

The Governance Team can be contacted for assistance with:

- Arranging Deputations
- Applying for Discretionary Grant Funding
- Applying for Youth Development Funding
- Access to Community Board documentation.

Governance Team contact details

- ☎ 0800 965 468
- ✉ com.board@wmk.govt.nz
- 📍 215 High Street, Private Bag 1005, Rangiora 7440

Interested in Being a Candidate in This Year's Local Body Elections?

We are searching for leaders to shape our communities and be part of local district and community decision-making.

Elections will be held on 11 October 2025 to elect:

- a. the Mayor
- b. Councillors as follows:
 - Kaiapoi-Woodend Ward: four (4) Councillors
 - Oxford-Ohoka Ward: two (2) Councillors
 - Rangiora-Ashley Ward: four (4) Councillors.
- c. Five (5) members for the Kaiapoi-Tuahiti Community Board.
- d. Five (5) members of the Woodend-Sefton Community Board.
- e. Six (6) members of the Oxford-Ohoka Community Board on the following basis:
 - Three (3) members by electors in the Ohoka-Swannanoa subdivision
 - Three (3) members by electors in the Oxford subdivision.
- f. Election of eight (8) members of the Rangiora-Ashley Community Board on the following basis:
 - Two (2) members by electors in the Ashley subdivision
 - Six (6) members by electors in the Rangiora subdivision.

Candidate eligibility

A candidate for local authority elections must be:

- a. Enrolled on a parliamentary electoral roll somewhere in New Zealand; and
- b. A New Zealand citizen (either by birth or naturalisation ceremony).

Restrictions on candidates for local authority elections:

- a. A candidate may not seek nomination for more than one ward of Council.
- b. A candidate may seek nomination for Mayor and/or Council and/or a Community Board but may not also seek nomination for Canterbury Regional Council.
- c. A candidate may seek nomination for Mayor and/or a Ward of the Council and/or a Community Board, but in the event that they are elected:
 - as Mayor and a Ward Councillor then they must be treated as having vacated the ward office.
 - as a Ward Councillor and a Community Board member then they must be treated as having vacated the Community Board office.
- d. A candidate cannot be a person concerned or interested in contracts over \$25,000 with the territorial local authority. This restriction is waived if prior approval from the Office of the Auditor-General is obtained.
- e. An employee of a local authority who is elected as Mayor or Councillor must resign from their position as an employee of the local authority before taking up their elected position. This provision does not apply if an employee of a territorial authority is elected to a Community Board within the district of that territorial authority.
- f. Evidence of NZ citizenship will be requested at the time of candidate nomination.

Nominations

Nominations open on 1 July 2025 and close at 12 noon on 1 August 2025.

Each candidate must be nominated on the official nomination paper which is available during normal office hours from:

- all Council Service Centres
- by calling the Waimakariri District Council on 0800 965 468
- the Council's website waimakariri.govt.nz
- contacting elections@wmk.govt.nz

**If you have any questions please
contact the Deputy Electoral Officer
at elections@wmk.govt.nz.**



Council Facilities and Contact Details



Service Centres

waimakariri.govt.nz

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

☎ 03 375 5009

✉ kaiapoi@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm

Rangiora Service Centre

215 High Street, Rangiora

☎ 0800 965 468

✉ office@wmk.govt.nz

Opening hours

Monday to Friday: 8.30am–5pm

Oxford Service Centre

34 Main Street, Oxford

☎ 03 311 9005

✉ oxford@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm

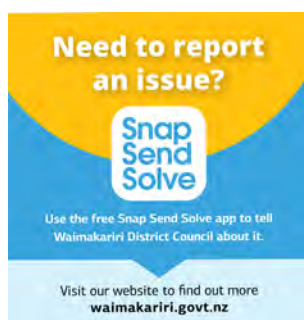
Saturday: 10am–12 noon

(Limited services on Saturday)

Snap Send Solve

You can report an issue instantly from your mobile if you spot something like a damaged footpath, litter or pothole.

Report an issue via
waimakariri.govt.nz/snapendsolve.com



Libraries

waimakaririlibraries.com

Kaiapoi Library

176 Williams Street, Kaiapoi

☎ 03 375 5009

✉ library@wmk.govt.nz

Opening hours

Monday to Wednesday and Friday: 9am–5pm

Thursday: 9am–7pm

Saturday: 10am–2pm

Sunday: 1–4pm

Rangiora Library

Trevor Inch Memorial Library

141 Percival Street, Rangiora

☎ 03 311 8901

✉ library@wmk.govt.nz

Opening hours

Monday to Thursday: 9am–5pm

Friday: 9am–7pm

Saturday: 10am–2pm

Sunday: 1–4pm

Oxford Library

34 Main Street, Oxford

☎ 03 311 9006

✉ library@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm

Saturday: 10am–12 noon



Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Kaiapoi Aquatic Centre

9 Cass Street, Kaiapoi

☎ 03 375 5041

Opening hours

Monday to Friday: 6am–3.30pm and 6–9pm

Saturday and Sunday: 7.30am–7pm

Public Holidays: 10am–7pm

Christmas Day: Closed

Dudley Park Aquatic Centre

47 Church Street, Rangiora

☎ 03 311 8905

Opening hours

Monday to Friday: 6am–9pm

Saturday and Sunday: 7.30am–7pm

Public Holidays: 10am–7pm

Christmas Day: Closed

Oxford Community Aquatic Centre

9 Burnett Street, Oxford

☎ 03 311 8921

Opening hours

Summer only from late November

Monday to Friday: 8.30am–6.30pm

Saturday and Sunday: 10am–7pm

Public Holidays: 10am–7pm

Christmas Day: Closed

Transfer Stations

Southbrook Resource Recovery Park

284 Flaxton Road, Rangiora

☎ 03 313 5499

Resale Store: 03 313 5798

Opening hours

Monday to Sunday: 8.30am–4.30pm

Public Holidays: Closed

Oxford Transfer Station

46 High Street, Oxford

Opening hours

Friday: 12.30pm–4.30pm

Sunday: 12 noon–4.30pm

Public Holidays: Closed



Community Facilities

Kaiapoi Community Centre

24 Sewell Street, Kaiapoi

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Trousselot Park and Band Rotunda

33 Charles Street, Kaiapoi

Art and Culture

Art on the Quay

176 Williams Street, Kaiapoi

Opening hours

Monday to Wednesday and Friday: 9am–5pm

Thursday: 9am–7pm

Saturday: 10am–2pm

Sunday: 1–4pm

Chamber Gallery

141 Percival Street, Rangiora

Opening hours

Monday to Thursday: 9am–5pm

Friday: 9am–7pm

Saturday: 10am–2pm

Sunday: 1–4pm

Request a Service

The following service requests can be lodged online with the Council. The location of the request is required.

Please contact Council directly on 0800 965 468 regarding urgent requests such as excessive noise, flooding or public toilet issues.

Online Service requests

- Cemeteries
- Dog complaints
- Drains
- Footpaths
- Litter/rubbish
- Parks
- Public water supplies
- Roads and streets
- Rubbish/recycling collections
- Sewer
- Signs
- Trees
- Vandalism/graffiti
- Water races

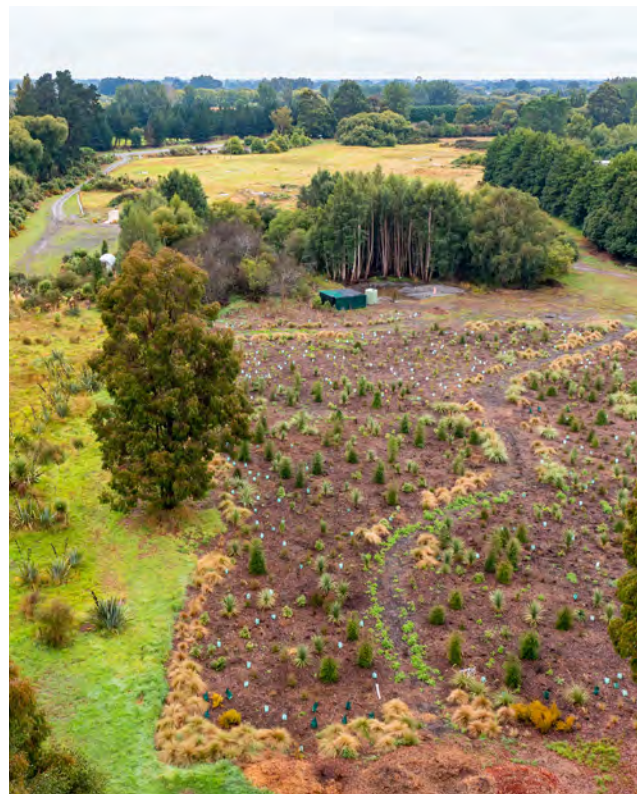
Go to waimakariri.govt.nz/services/online-services



Artwork Remembering Kaiapoi as a Thriving Port



Park and Ride facilities



Silverstream Reserve Plantings



215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468
waimakariri.govt.nz

241219227092

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of February 2025*

Member' Name: Brent Cairns

- Recent Food Secure North Canterbury meeting – organising a forum that is a follow up from the last event relating to food security in times of emergency. Kaiapoi food bank provided 71 boxes of food in February 2021, in Feb 2025 219 boxes were handed out...
- PRGI, fun day was well attended, was a well run event. They received a small amount of funding for promotion from ENC.
- PRGI monthly meeting they are looking at submissions on both the speed limit increase and ECan bus fare changes. Golf tournament is proposed for October.
- Ronnels Cuppa had St John present 3 steps to life.
- Attended NZRT12 recruitment drive night
- Waimakariri United Football held a weekend masters tournament, brining teams from all over the south island.
- Road safety meeting where it was discussed changes to speeds around schools.
- Kaiapoi Food Forest – conducted Open Farm Tours where 293 people attended.
- The Rangiora Volunteer expo was well attended at the RSA. Woodend is coming soon on the 21st March.
- Recent C&R meeting a deputation about Natural Burials where staff are going to come back with a report.
- Waimakariri Arts have created a public arts trail which will go live soonish.
- Last week staff hosted people from the Soloman Islands.
- Waghorns are looking to hold their tradie breakfast and looks like they have secured the likes of John Kirwan to talk.
- Cara Garlick, catching up later this week in relation to her housing the middle singles. She has purchased what was a school in Rangiora and has revamped the site into housing units.
- Next Steps website, excellent feature that translates the entire site into a huge number of different languages.
- Access group are holding their training day this Thursday.
- Have had 2 people, both in wheelchairs complain about drivers not seeing them at crossings.
- Solid Waste meeting, there is a review of solid waste happening next year and that will look at larger waste bins. They have just rolled out a smaller waste truck to collect in narrow lanes, this will be for Rangiora and Ravenswood... I have asked about the likes of Kawari drive where bins are placed on one side of the road. At that same meeting we learnt about assisted bin service... so you make and application if you are unable to put your bin out due to disability and the driver will come and collect your bin.
- ENC run their North Course promo of local foodies selling meals that contain local produce... in July they are going to run "Pie July"

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of February 2025*

Member' Name: Philip Redmond

MEMBER'S DIARY		
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
10 January	Ian Doody's Funeral	Very large attendance reflected Ian and Wendy's standing in the community.
13 January	Meeting with Mayor Gordon	
21 January	District Licensing Committee Training	Westlaw electronic library
23 January	Kaiapoi Mens Shed	Inspected Dale Street building and discussed new building concerns
23 January	Board's End of Year Function	Sunshine Café Pegasus
25 January	Muscle Car Madness	Accompanied Mayor, numbers down on last year
27 January	Kaiapoi-Tuahwi Community Board Briefing	Elderly Persons Housing update for Kaiapoi and Woodend
28 January	Council Meeting	Annual Plan discussions. Consult on 4.98% increase
29 January	Council Christmas/New Year Dinner	Mifan Restaurant, Ravenswood
30 January	East Rangiora Transport	Establish business case for Eastern Link, Rob Kerr, NZTA and staff
30 January	North Canterbury Sport and Recreation Trust	Meeting with Michael Sharpe re Cyclesense funding
3 February	Roading Portfolio	Service requests
3 February	Water Zone Committee	Future to be determined by Mayoral Forum
4 February	Council Meeting	First 9am meeting (previously held at 1pm)
26 August	Roading Portfolio Update	
27 August	Chief Executive Review	CEO Annual performance review chaired by Stuart Mitchell (PX).
27 August	Whiterock Public Meeting at Loburn	240 attended.
29 August	Hope Community Trust official Opening in Woodend	348 Rangiora-Woodend Road.
29 August	Contractors Briefing	
31 August	Norman Kirk Remembrance, Kaiapoi	Fifty years since death. Prime Minister 1972 to 1974. Former Mayor of Kaiapoi Borough Council.

Also fielded a number of service requests including Kaiapoi water taste (flushed by water unit), long grass, Sefton Library heritage status and roading matters in Loburn and Woodend.