

Agenda

Rangiora-Ashley Community Board

Wednesday 10 December 2025

7pm

Council Chamber
215 High Street
Rangiora

Members:

Liz McClure (Chairperson)
Jim Gerard QSO (Deputy Chairperson)
Kirstyn Barnett
Robbie Brine
Wendy Doody
Alan Geeves
Jason Goldsworthy
Diana Hawkins
Duncan Lundy
Bruce McLaren
Brent Robinson
Joan Ward

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**AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD
IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 10 DECEMBER
2025 AT 7PM.**

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

BUSINESS

PAGES

1. APOLOGIES

2. CONFLICTS OF INTEREST

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 12 November 2025

9-21

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 12 November 2025.

3.2. Matters Arising (From Minutes)

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

**6.1. Approval to Install No Stopping Restrictions – Grey View Grove –Joanne McBride
(Roothing and Transport Manager)**

22-25

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251103208879.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roothing Committee:

- (b) **Approves** installation of the following no-stopping restriction:

- i. Grey View Grove on the north side of the road from the intersection with East Belt east to the access to Nos. 3 and 9. This is a length of 75 metres.

- (c) **Notes** that the installation of a no-stopping restriction at this location equates to the loss of 11 on-street car parking spaces.

6.2. **Approval for Implementation of the Canterbury Street Reserve Master Plan –
Tori Stableford (Landscape Architect)**

26-39

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251125224093.
- (b) **Approves** the Canterbury Street Reserve Master Plan (Trim: 251127226334).
- (c) **Notes** that \$200,000 has been allocated to this project for expenditure in the 2025/26 financial year, funded from the Play Safety Surface/Equipment budget (PJ 102591.000.5224).
- (d) **Notes** that an additional \$2,250 is available from the Urban Wild budget, under the Natural Environment Strategy (PJ 102466.280.2543), to support the naturalisation of the proposed swale in the Master Plan. This brings the total combined project budget to \$202,250.
- (e) **Notes** that feedback received through consultation has resulted in changes to the Concept Plan to form the Master Plan. The changes include relocating the pathway and play equipment to provide more space and therefore greater play opportunities for all ages. A swale system has also been incorporated into the design to further accommodate for the wet nature of the reserve.

6.3. **Issuing of Project Brief for Kippenberger Sculpture – General Landscaping Project – Aria Huang (Landscape Planner) and Mel Foster (Community Development Facilitator – Arts Strategy Implementation)**

40-64

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251125224641.
- (b) **Approves** staff issuing the Project Brief (TRIM 251113216804) inviting artistic expressions of interest for a sculpture to be placed on Kippenberger Avenue.
- (c) **Notes** that the previously approved allocation of \$30,000 from the Rangiora–Ashley General Landscaping Budget will cover the full costs associated with this project including conceptual design, detailed design, artwork fabrication, and installation.
- (d) **Notes** that the Waimakariri Public Arts Trust (WPAT) will shortlist three concepts that best meet the project objectives. The three shortlisted concepts will be brought back to the Board in a subsequent report, at which point the Board will select and endorse its preferred concept. The endorsed concept will then proceed to full art concept development, fabrication and installation.
- (e) **Notes** that due to the timeframes associated with the process to select the successful artist, this project may extend beyond the current financial year, and that the budget for uncompleted work will be carried forward into the 2026/27 financial year as a work in progress.

6.4. **Elm Green Reserve Draft Concept Plan for Consultation – Julie Mason (Landscape Architect)**

65-74

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251104209006.
- (b) **Approves** Greenspace Staff undertaking community engagement on the Elm Green Reserve Draft Concept Plan (Trim: 250901162893).
- (c) **Notes** that there is budget of \$400,000 within the 2025/26 Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development (PJ 102758.000.5225).
- (d) **Notes** Staff estimate the costs to implement the proposed Draft Concept Plan to be approximately \$380,000 to implement the play space which includes a 15% project contingency.
- (e) **Notes** that once consultation has been completed, staff will collate the feedback and make any necessary changes before bringing the revised plan back to the Board for final approval to implement. It is anticipated that this would enable construction in Spring 2026.

6.5. **Applications to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

75-96

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251124223197.
 - (b) **Approves** a grant of \$..... to the McCullough Guards Leisure Marching Team towards the cost of hiring MainPower Stadium to host the National Leisure Marching Competition in March 2026.
- OR**
- (c) **Declines** a grant to the McCullough Guards Leisure Marching Team.

6.6. **Appointments to Advisory Groups and External Organisations – Thea Kunkel (Governance Team Leader)**

97-103

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250923180475.
- (b) **Approves** the appointment of Board Member as the Board representative and liaison person to the Waimakariri Health Advisory Group until October 2028.
- (c) **Approves** the appointment of Board Member as the Board representative and liaison person to GreyPower North Canterbury until October 2028.
- (d) **Approves** the appointment of Board Member as the Board representative and liaison person to the Waimakariri Access Group until October 2028.
- (e) **Approves** the appointment of Board Member as the Board representative and liaison person to the Rangiora and Districts Early Records Society until October 2028.
- (f) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust and District Historical Records Society Inc until October 2028

- (g) **Approves** the appointment of Board Member as a Board representative and liaison person to the Rangiora Landmarks Team until October 2028.
- (h) **Approves** the appointment of Board Member as the Board representative and liaison person to Keep Rangiora Beautiful until October 2028.
- (i) **Approves** the appointment of Board Member as the Board representative and liaison person to the Rangiora Promotions Management Board until October 2028.
- (j) **Approves** the appointment of Board Member as the Board representative and liaison person to the Southbrook Road Reference Group and the Southbrook Road Improvements Working Group until October 2028.
- (k) **Approves** the appointment of Board Member as the Board representative and liaison person to the Fernside Hall Advisory Group until October 2028.
- (l) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust Community Centre Advisory Group until October 2028.
- (m) **Approves** the appointment of Board Member as the Board representative and liaison person to the Southbrook Sports Club and the Southern Community Hub Development Project Working Group until October 2028.
- (n) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust Domain Advisory Group until October 2028.
- (o) **Approves** the appointment of Board Member as the Board representative and liaison person to the Loburn Domain Advisory Group until October 2028.
- (p) **Approves** the appointment of Board Memberas the Board representative and liaison person to the Central Rural Drainage Advisory Group until October 2028.
- (q) **Approves** the appointment of Board Memberas the Board representative and liaison person to the Water Races Advisory Group until October 2028.
- (r) **Approves** the appointment of Board Memberas the Board representative to the Hurunui District Council – Ashley Rural Water Scheme Management Committee until October 2028.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for November 2025**

104

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the report from the Rangiora-Ashley Community Board Chairperson (Trim: 251203229912).

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 November 2025.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 10 November 2025.
- 9.3. Kaipoi-Tuahiwi Community Board Meeting Minutes 17 November 2025.
- 9.4. Approval of Subdivision Contribution Programme for 2025/26 – Report to Council Meeting 4 November 2025 – Circulates to all Boards
- 9.5. Health, Safety and Wellbeing Report September 2025 to Current – Report to Council Meeting 4 November 2025 – Circulates to all Boards.
- 9.6. Annual Report and Audited Accounts for Enterprise North Canterbury for the Year Ended 30 June 2025, and Promotion of Waimakariri District Business Plan Report to June 2025 – Report to the Audit and Risk Committee Meeting 18 November 2025 – Circulates to all Boards
- 9.7. Annual Report for Te Kōhaka o Tūhaitara Trust for the Year Ended 30 June 2025 – Report to Report to the Audit and Risk Committee Meeting 18 November 2025 – Circulates to all Boards
- 9.8. Eastern District Sewer Scheme and Oxford Sewer Scheme Annual Compliance Reports 2024/25 – Report to Utilities and Rooding Committee Meeting 25 November 2025 – Circulates to all Boards
- 9.9. Drinking Water Quality and Compliance Annual Report 2024-2025 – Report to Utilities and Rooding Committee Meeting 25 November 2025 – Circulates to all Boards
- 9.10. Herbicide Update and Usage by Council and Contractors in 2024/2025 – Report to Utilities and Rooding Committee Meeting 25 November 2025 – Circulates to all Boards

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

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

Note:

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

10. MEMBERS' INFORMATION EXCHANGE

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

Nil.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 30 November 2025: \$9,747.

12.2. General Landscaping Fund

Balance as at 30 November 2025: \$29,290.

13. **MEDIA ITEMS**

14. **QUESTIONS UNDER STANDING ORDERS**

15. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 11 February 2025 in the Council Chamber.

Workshop

- *Proposed Changes to Ashley Street and Ivory Street Line Marking – Kieran Straw (Civil Projects Team Leader) and Joanne McBride (Roading and Transport Manager) 20mins*
- *Significant Upcoming Projects in Rangiora – Don Young (Senior Engineering Advisor), Kim Nutbrown (Communication and Engagement Lead) and Caitlin Roberts (Graduate Engineer) 10mins*
- *Landscaping Budget – Grant Stephens (Design and Planning team Leader) and Aria Huang (Landscape Planner) 20mins*
- *Members Forum*
 - *Rangiora-Ashley Community Board Plan*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON 12 NOVEMBER 2025 AT 7PM.

PRESENT

L McClure (Chairperson), J Gerard (Deputy Chairperson), K Barnett, R Brine, W Doody, A Geeves, J Goldsworthy, D Hawkins, D Lundy, B McLaren, B Robinson, and J Ward.

IN ATTENDANCE

M Brown (Oxford-Ohoka Community Board Member)

S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Riding and Transport Manager), S Srinivasan (Project Engineer), S Binder (Senior Transportation Engineer) T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

One member of the public was present.

1. APOLOGIES

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Delegates** the authority to grant a leave of absence to the Chairperson to protect members' privacy. Noting that the Chairperson would advise all members of the Community Board whenever a member had been granted leave of absence under delegated authority.

CARRIED

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 29 October 2025

Moved: B McLaren

Seconded: A Geeves

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 29 October 2025.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising from the minutes.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. TABLEING OF LATE REPORT

The Chairperson indicated that a late report had been submitted via a supplementary agenda, which needed to be formally received.

Moved: J Goldsworthy

Seconded: W Doody

THAT the Rangiora-Ashley Community Board:

- (a) **Resolves** to receive the late report, "*Road Naming – Bellgrove Stage 2*"

CARRIED

7. REPORTS

- 7.1. **Provide Consultation Feedback and Request Approval of Coronation Street No-stopping Restriction** – S Binder (Senior Transportation Engineer) and J McBride (Roothing and Transport Manager)

S Binder took the report as read, noting that 14 responses had been received during the consultation period regarding the proposed no-stopping on Coronation Street.

A Geeves asked whether the Council had the authority to require business-related parking to be provided on-site rather than on the street, as suggested in some submissions. S Binder confirmed there was no provision for the Council to mandate on-site parking for businesses; such requirements could only be considered through a resource consent process when a new business was established.

Moved: K Barnett

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251013193629.
- (b) **Notes** that any infrastructure improvements would need to be prioritised against other demands across the Waimakariri District and that staff will prepare a separate report to Council for consideration as part of the Long-Term Plan process.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roothing Committee:

- (c) **Approves** installation of the following no-stopping restriction:
- (i) Coronation Street, from the Southbrook Road intersection for 55m west to the driveway at no. 31.

CARRIED

K Barnett noted that the parking spaces to be removed were currently obstructing traffic flow. While acknowledging that not all parties would be satisfied, she emphasised the importance of ensuring the intersection operates effectively and strongly supported the proposed no-stopping restriction at this location.

J Gerard also supported the motion and believed that establishing no-stopping restrictions on Coronation Street was the best solution to a historic awkward situation.

In her right of reply, K Barnett reiterated that there was also plenty of on-street parking further down Coronation Street.

7.2. Request for Approval to Establish a School Patrol and Kea Crossing on Townsend Road at Te Matauru School – P Daly (Road Safety Coordinator/Journey Planner) and J McBride (Roading and Transport Manager)

J McBride highlighted that this report followed a request from the Te Matauru Primary School's Board of Trustees. The New Zealand Transport Agency's (NZTA) Guidance recommended that school patrols should be considered whenever vehicle flows at before- and after-school times would make it difficult for school traffic wardens to find safe gaps in the traffic. Townsend Road was busy with traffic volumes expected to increase as the school continued to grow. There were currently 500 to 600 vehicles per hour travelling past the school crossing area.

Responding to a question from K Barnett, J McBride advised that, if approved, the kea crossing would likely be installed at the beginning of 2026. However, because it was proposed to install electronic variable-speed limit signage on Townsend Road, the implementation of the variable speed limit may be delayed by 2 to 3 months.

K Barnett asked whether it would be better to wait and install the kea crossing and variable speed limit at the same time, expressing a concern that the kea crossings could create a false sense of safety. J McBride believed the kea crossing could operate safely without a variable speed limit in place. She explained that during school drop-off and pick-up times, when vehicle movements were high, operating speeds tended to be lower.

W Doody sought clarity on who would manage the electronic variable speed limit signage after installation. J McBride noted that the signage would be linked to a centralised system that would allow the school to manage them, but also provide the Council with control.

D Hawkins queried how a kea crossing operated. J McBride explained that students under the supervision of a teacher present operated a kea crossing. A swinging arm barrier would extend across the road, stopping traffic and allowing students to cross safely.

Moved: J Ward

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250326051559.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the establishment of a School Patrol and Kea Crossing on Townsend Road at the existing crossing point, which is located between the western pedestrian gates of Te Matauru Primary School.
- (c) **Notes** that budget had previously been approved for this project as part of the Council's Minor Safety Programme (School Safety Projects PJ 102717.000.5133).

CARRIED

J Ward observed that Townsend Road was a busy road with high traffic volumes, and a kea crossing would enable students to cross safely. She therefore supported the motion.

B McLaren agreed with J Ward, noting that he also supported the motion as this initiative would improve student safety on a busy road.

K Barnett noted that, with an understanding of what a kea crossing was, she was supportive of the motion, as it would also benefit residents outside school hours.

7.3. Approval to Install No Stopping Restrictions – Charles Upham Drive – S Srinivasan (Project Engineer) and J McBride (Roading and Transport Manager)

S Srinivasan spoke to the report, noting that the Board was requested to endorse the installation of no-stopping restrictions to accommodate the planned pedestrian refuge on Charles Upham Drive, adjacent to the southern pedestrian access to the Rymans Retirement Village.

J McBride added that this was one of a series of planned improvements to enhance accessibility and safety on Charles Upham Drive, a collector road connecting the Charles Upham Retirement Village and adjacent residential blocks with Oxford Road.

B McLaren asked if there were any plans for a pedestrian crossing. J McBride responded that a pedestrian crossing required a regular, reasonably high volume of pedestrian traffic, or complacency could set in. After assessment, it was determined that the current traffic volume was insufficient to justify a pedestrian crossing at this location. This outcome had been communicated to the Rymans Residents Association.

W Doody noted parking at the Rymans Retirement Village could be challenging and questioned whether layby parking had been considered. J McBride advised that staff had not specially reviewed parking availability; however, with upcoming new developments in the area, additional parking would be provided along Oxford Road. The proposed no-stopping restrictions would be funded through the Council's Minor Safety Improvements Programme, and installing parking bays would require separate funding, which would have to be considered during the Long Term Plan process.

K Barnett asked whether any safety concerns had been raised about the proposed no-stopping restrictions and pedestrian refuge. Also, if measures were suggested to alert motorists about the crossing point, as it would be located on a bend. J McBride confirmed that staff had investigated sight lines and found them to be adequate. She noted that the bend in Oxford Road was expected to slow the traffic approaching the crossing. She also highlighted that the crossing points already existed, but there would now be a pedestrian refuge.

B Robinson observed that many residents of Rymans Retirement Village used mobility scooters. He queried whether the pedestrian refuge would be wide enough for two scooters to pass each other. J McBride noted that two scooters could generally pass on a 1.8-meter-wide footpath and therefore expected they would be able to pass comfortably on the proposed 2.2-meter-wide refuge.

Moved: W Doody

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 250822155240.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the installation of no-stopping restrictions to accommodate the planned pedestrian refuge island installation.
- (c) **Notes** that the no-stopping restrictions required as a result of this project will be a 20m extension of the existing no-stopping on the eastern side of Charles Upham Drive outside the Rymans Stormwater Reserve, to 55m north of the Oxford Road intersection.
- (d) **Notes** that the installation of no-stopping lines at this site equates to the loss of three on-street car parking spaces.
- (e) **Notes** that consultation was undertaken and Rymans Retirement Village Management and the adjacent Acorns Cafe support this pedestrian refuge. As part of the consultation, the Montessori Preschool has been provided with the plans and has been asked to provide feedback. Staff have followed up regarding the proposal on multiple occasions; however, they have received no response back.
- (f) **Notes** budget for the proposed works has previously been approved for this project as part of the Minor Safety Programme (Walking and Cycling Projects PJ102719.000.5133).

CARRIED

W Doody commented that the planned pedestrian refuge would start addressing several concerns regarding this stretch of Charles Upham Drive. She therefore supported the motion, noting that parking would remain an ongoing problem at Rymans Retirement Village.

J Gerard highlighted that, as the previous Chairperson of the Board, he had attended several meetings at Rymans Retirement Village regarding safety concerns about Charles Upham Drive. He believed there was no safety alternative other than to install the no-stopping lines and pedestrian refuge.

K Barnett felt that widening Charles Upham Drive by installing no-stopping lines could increase speed; however, the planned pedestrian refuge may help to slow vehicles. She agreed that parking availability was a serious concern in the area and should be addressed. She also suggested that, in the future, a roundabout option could be considered to support further safety improvements.

7.4. Application to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund – T Kunkel (Governance Team Leader)

T Kunkel reported that the Empire Marching Senior Team competed in the dynamic and disciplined activity, combining synchronised drill and dance routines. The Team had applied for \$938 to purchase fabric and have a local seamstress make jackets, cuffs and skirt tops. The application complied with the Board's Discretionary Grant Application Criteria because a community sports team submitted it, and the requested funding did not exceed \$1,000. Furthermore, 60% of the people who would be benefiting resided in the Rangiora-Ashley Ward.

D Hawkins questioned how strictly the Board had to comply with the Discretionary Grant Application Criteria. T Kunkel advised that the criteria were a guide to add to the Board's decision-making. However, the Board had the discretion to grant an application, and the amount awarded was also at the Board's discretion.

J Gerard noted that, in the past, the Board had, depending on the project, granted a percentage of the amount requested based on the proportion of beneficiaries within the Board's geographical area.

Responding to D Lundy's question, T Kunkel confirmed that the information provided in the applications was taken on face value.

Moved: J Gerard

Seconded: D Hawkins

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250910172027.
- (b) **Approves** a grant of \$562 to the Empire Marching Team towards new uniforms.

CARRIED

J Gerard felt that awarding 60% of the requested grant was appropriate, as 60% of the beneficiaries resided in the Rangiora-Ashley Ward.

D Hawkins agreed with J Gerard's comments and felt this was a practical approach to determining the amount to be granted. She therefore supported the motion.

B McLaren noted that whilst the team had 21 members, they had applied for funding to tailor only three uniforms, which should be considered in determining the amount to be awarded.

K Barnett supported the motion, as the Empire Marching Senior Team was a small community group in the Rangiora-Ashley Ward, which justified allocating less funding than requested. She noted that she did not support using a beneficiary's percentage to determine the amount to be granted and believed each application should be judged on its merits.

In his right of reply, J Gerard noted it was also essential to consider the group's financial situation.

T Kunkel advised that the Mahi Mātātoa Trust was established by families who choose to home-educate their children. The Trust sought funding to provide first-aid training for its committee members. It was expected that around 300 people would benefit from this initiative, with approximately 30% living in the Rangiora-Ashley Ward.

W Doody enquired if the Trust had applied to other Community Boards for funding. T Kunkel confirmed they had also applied to the Kaiapoi-Tuahiwi Community Board for \$585 grant for first-aid training.

Moved: K Barnett

Seconded: W Doody

THAT the Rangiora-Ashley Community Board:

- (a) **Approves** a grant of \$780 to the Mahi Mātātoa Trust towards the cost of first aid training for its committee members.

CARRIED

K Barnett noted that most of the Trust's members were from urban areas, which was likely why they applied to the Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards. She stated that, to run the first aid course effectively, it was preferred that all the committee members train together. Seven additional first aiders in the community would benefit everyone, not just the Trust members. K Barnett observed that, to hold events, the Trust must have at least one first aider present, and having seven trained individuals would ensure activities run smoothly.

W Doody supported the motion, as she believed homeschool groups did an excellent job of bringing people together in a situation that could be very isolating for students. She felt the benefit of having first aiders in the community outweighed the cost of the training.

T Kunkel reported that the Noaia Charitable Trust were based in Tuahiwi and would be hosting a community market in early December 2025. All stalls would be free for vendors and would also provide students in the Trust programmes with the opportunity to sell the goods they have built. The Trust had applied to all Boards for funding. It was estimated that the market would directly benefit approximately 300 people in the Waimakariri District; however, only about 20% would be from the Rangiora-Ashley Ward. The Trust had applied to all the Community Boards for funding and was granted \$600 by the Oxford-Ohoka Community Board and \$500 by the Woodend-Sefton Community Board.

D Hawkins questioned whether the stallholders would be only students from the Trust. T Kunkel noted that, in her understanding, stalls would be available to any members of the community.

K Barnett sought clarification on whether the Trust had previously applied for a grant. T Kunkel confirmed this was the first time the Trust had applied to any of the Community Boards for funding.

Moved: J Goldsworthy

Seconded: A Geeves

THAT the Rangiora-Ashley Community Board:

- (a) **Approves** a grant of \$500 to the Noaia Charitable Trust towards the cost of equipment hire and promotion.

CARRIED

J Goldsworthy remarked on the uncertainty regarding the Trust's financial position; however, he believed that the focus should be on the community benefit of hosting the market. He supported the motion, which aligned with other Community Boards' decisions.

A Geeves concurred with J Goldsworthy and believed this was the best course of action as the Trust had a genuine purpose for the money.

W Doody stated she was satisfied to support the motion, noting that markets were struggling in the current economy.

B McLaren observed that while it was important to be fiscally responsible with public funds, he supported the motion because it would have wider community benefits.

J Gerard did not support the motion, as while Noaia was a worthwhile charitable trust, it seemed to be a wealthy trust. He did not feel ratepayers should be subsidising an organisation which could host the market itself. Furthermore, the event was not being held in the Board's geographical area, and only about 20% of the beneficiaries would be from the Rangiora-Ashley Ward.

K Barnett advised that she had attended the Noaia market in previous years, and it was a marvellous celebration of craftsmanship. She did not believe the event would benefit only the Tuahiwi area, as participants came from all over the Waimakariri District. Funding from the Ministry of Social Development was being cut, and this small contribution supporting young people and craftsmen would also help this event to continue in the future.

7.5. **Road Naming – Bellgrove Stage 2 – M Harris (Customer Services Manager)**

M Harris thanked the Board for considering the report. She explained that titles in Stage two of the Bellgrove Subdivision, East Rangiora, would be ready for issue before the Board's December meeting, necessitating the urgent approval of the proposed road names.

M Harris noted that all potential names of the new roads, except Fairway Drive and Tauhinu Street, were provided by the developer. A concern had been raised regarding the name 'William Bell,' hence, the proposed alternative name, Tauhinu, had been provided. Tauhinu was the Māori name for the Cottonwood plant.

J Gerard questioned if it was usual for a road to change names partway along, as proposed for William Bell Street and Frederick Busch Crescent. M Harris explained that the roads would be separated by the extension of Homestead Drive, which was a semi-collector road.

D Hawkins sought clarity on the starting and ending positions of Cunningham Street. M Harris clarified that Cunningham Street started and ended at its intersection with William Bell Street.

K Barnett asked if there was a limit for how long a road name could be, as some of the proposed names seemed lengthy. M Harris stated she was not aware of any limitations, and staff had not raised any concerns with the lengths of the proposed names.

Moved: J Ward

Seconded: D Hawkins

THAT the Rangiora-Ashley Community Board:

(b) **Receives** Report No. 251107212236.

(c) **Approves** the following names for the new roads shown on the attached plan:

- i. Road 1 be named Bellgrove Boulevard (as an extension of this existing street).
- ii. Road 2 be named Homestead Drive (as an extension of this existing street).
- iii. Road 3 be named Fairway Drive.
- iv. Road 4 be named William Bell Street.
- v. Road 5 be named Cunningham Street.
- vi. Road 6 be named Cooksley Lane.
- vii. Road 7 be named Frederick Busch Crescent.

J Ward supported the motion, hoping that the approval of the street names would allow for the issuing of titles as soon as possible.

Amendment

Moved: B McLaren

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

(b) **Approves** the following names for the new roads shown on the attached plan:

- i. Road 4 be named Tauhinu Street.

LOST

A division was called:

For 4: K Barnett, J Goldsworthy, B McLaren, and B Robinson.

Against 8: R Brine, W Doody, A Geeves, J Gerard, D Hawkins, D Lundy, L McClure, and J Ward.

B McLaren raised concern regarding the name 'William Bell' due to there being several other roads in the Waimakariri District with similar names. He felt the name Tauhinu would prevent confusion among delivery drivers and emergency services.

K Barnett concurred with B McLaren's comments, adding that she believed the double-barrelled street names were impractical, as they were too long and led to confusion. K Barnett noted that the pre-approved list needed updating with short, sharp names.

W Doody would not be supporting this motion as Charles William Bell was a historical person linked with the area, and she felt it was important to honour them.

D Hawkins concurred with W Doody, noting that consistency in road naming and alignment with the area was essential. Tauhinu was a generic name with no connection to the area and was not appropriate for the development.

In her right of reply, J Ward agreed, stating that William Bell was part of Bellgrove's history and that the name would be consistent with other road names in the subdivision.

The original motion became the Substantive motion.

Moved: J Ward

Seconded: D Hawkins

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251107212236.
- (b) **Approves** the following names for the new roads shown on the attached plan:
 - i. Road 1 be named Bellgrove Boulevard (as an extension of this existing street).
 - ii. Road 2 be named Homestead Drive (as an extension of this existing street).
 - iii. Road 3 be named Fairway Drive.
 - iv. Road 4 be named William Bell Street.
 - v. Road 5 be named Cunningham Street.
 - vi. Road 6 be named Cooksley Lane.
 - vii. Road 7 be named Frederick Busch Crescent.

CARRIED

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chair's Diary for October 2025**

L McClure reported that she was planning to meet with all members in the coming weeks to discuss goals moving forward and appointments to external groups.

Moved: L McClure

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the verbal report from the Rangiora-Ashley Community Board Chairperson.

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Minor Amendments to the Northern Pegasus Bay Bylaw – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 10.2. Amendments to Standing Orders for Council, Committees, Sub-Committees, Joint Committees and Hearing Panels – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 10.3. Health, Safety and Wellbeing Report July 2025 to Current – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 10.4. Proposed Amendments to Roading and Stockwater Bylaw and Policies for Consistency with District Plan Decisions – Report to Council Meeting 30 September 2025 – Circulates to all Boards
- 10.5. Council Submissions to Central Government Consultations for August and September 2025 – Report to Council Meeting 30 September 2025 – Circulates to all Boards.
- 10.6. Health, Safety and Wellbeing Report August 2025 to Current – Report to Council Meeting 30 September 2025 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 10.7. Appointment of Portfolio Holders – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.8. Council Meeting Schedule November 2025 – December 2026 – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.9. Approval of the Welcoming Waimakariri Plan for Public Consultation – Report to the Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.10. Analysis of Youth Action Plan Early Engagement Responses – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.11. Aquatics September Update – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.12. Libraries Update to September 2025 – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.13. Avian Botulism Management 2024/25 and a Bird Deterrent Proposal – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.14. Accountability Reporting for Waimakariri Biodiversity Trust Funding 2024/25 – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.15. May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26 – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.

Moved: J Goldsworthy

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.15.

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

R Brine:

- He attended the Southbrook Pavilion Steering Group Meeting, and outstanding progress was being made.

B McLaren:

- Attended the Older Persons Expo.
- North Canterbury Musicals held their Annual General Meeting and put on a production of Little Women, which was very well attended.
- Civil Defence had been very busy with two Community Hubs opening.
- Rangiora Museum's monthly public speaker was very incredible.

W Doody:

- Attended the Rangiora Women's Friendship Group.
- The visitors attending the National Dog Show at MainPower Stadium were complimentary of the quality of the Milton Reserve dog park.
- The Northbrook Food Forest was remarkable, and it would be wonderful to see more of them throughout the town.

K Barnett:

- The Civil Defence stand at the Rangiora A&P Show had many people interested. It was now recommended that you have enough food and water to last for seven days, rather than three, in an emergency.
- A Resource Consent was lodged for a pet crematorium on Carrs Road, Loburn. The application was on hold from Environment Canterbury.
- Rangiora Players were looking to expand their facility and would discuss options with the Council's Greenspace Team.

D Lundy:

- Expressed a concern about the west side of the Okuku Bridge, which was worn out. A group of residents had asked for an update on whether any remedy was being proposed.
- Loburn Whiterock Road Reserve resealing work completed last year was not sufficient, and remedial work had not been completed.

J Gerard:

- There was no further update on the Whiterock Quarry.
- A critical safety issue had arisen on Golding Avenue at the bend. Cars parking on the bend had made it dangerous for those exiting driveways.

J Ward:

- Main Council Portfolio was Audit and Risk.
- Attended North Canterbury Sport and Recreation Junior Scholarship evening.

A Geeves:

- Attended meeting with the Christchurch Four Wheel Drive Club.
- Attended meeting with the Rangiora Tramping Club.

J Goldsworthy:

- Looking to investigate the challenges with freedom camping and a possible fireworks ban this term.

B Robinson:

- Nothing to report.

D Hawkins:

- A resident had questioned the installation of a footpath from the Makerikeri River Bridge to Loburn School. The request was first made in 2019; however, it seemed to be a low priority.
- Ashley/Rakahuri River Care Group were having an ongoing battle over the use of the river in the breeding season and loss of habitat.

12. CONSULTATION PROJECTS**12.1. Allin Drive and Pegasus View Park Play Spaces**

<https://letstalk.waimakariri.govt.nz/allin-drive-and-pegasus-view-reserves>

Consultation closed on Wednesday, 12 November 2025.

12.2. Welcoming Waimakariri

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

Consultation closed on Wednesday, 19 November 2025.

The Board noted the update on the consultation projects.

13. BOARD FUNDING UPDATE**13.1. Board Discretionary Grant**

Balance as at 31 October 2025: \$11,589.

13.2. General Landscaping Fund

Balance as at 31 October 2025: \$29,290.

The Board noted the update on the Board funding.

14. MEDIA ITEMS

Nil

15. QUESTIONS UNDER STANDING ORDERS

Nil

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

17. NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 10 December 2025 in the Council Chamber.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.51PM.

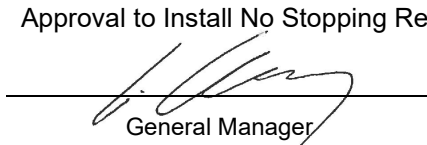
CONFIRMED

Chairperson

Date

Workshop – 8.51pm to 8.57pm

- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION /DECISION****FILE NO and TRIM NO:** RDG-03-09 / 251103208879**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 December 2025**AUTHOR(S):** Joanne McBride, Roding and Transport Manager**SUBJECT:** Approval to Install No Stopping Restrictions – Grey View Grove**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 pp Chief Executive
1. SUMMARY

- 1.1. This report seeks approval to establish the following no-stopping restriction:
- Grey View Grove on the north side of the road from the intersection with East Belt east to the access to Nos. 3 and 9. This is a length of 75m.
- 1.2. Staff have received a number of service requests and complaints relating to parked vehicles along Grey View Grove limiting manoeuvring space for two-way traffic.
- 1.3. The residents living on Grey View Grove are predominantly elderly and have repeatedly raise concerns about the ability to be able to safely navigate the road.
- 1.4. Currently there is parking predominantly along the southern side of the road, which will continue to be available.
- 1.5. Grey view Grove has a sealed carriageway width of 9m, which can easily accommodate two traffic lanes and one lane of parking.
- 1.6. On most residential streets, parking self regulates, however given the proximity to the town centre and the high parking demand in the area, it is considered appropriate to utilise no stopping restrictions to better control where parking is occurring.

2. RECOMMENDATION**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251103208879.

*AND***THAT** the Rangiora-Ashley Community Board recommends:**THAT** the Utilities and Roding Committee:

- (b) **Approves** installation of the following no-stopping restriction:
- Grey View Grove on the north side of the road from the intersection with East Belt east to the access to Nos. 3 and 9. This is a length of 75 metres.
- (c) **Notes** that the installation of a no-stopping restriction at this location equates to the loss of 11 on-street car parking spaces.

3. **BACKGROUND**

- 3.1. Grey View Grove is a low-volume residential cul-de-sac close to the central business district in Rangiora.
- 3.2. The street was originally subdivided and constructed starting in 2017. It presently provides access to 42 residential sections, with the likelihood of further future development in the area.
- 3.3. Grey View Grove has a sealed 9.0 m carriageway width, with a footpath on the south side of the road. The kerb and channel is a lower profile mountable kerb. The remainder of the road reserve width is generally grassed berm. The road is 300m long and has one side street, being Mount View Mews.
- 3.4. Staff do not measure traffic volumes or speeds on all very low volume residential cul-de-sac streets like Grey View Grove. The Council roading database has estimated the average daily traffic on Grey View Grove to be 51 vehicles per day; however, this estimate likely does not reflect traffic from all houses completed along the street.

4. **ISSUES AND OPTIONS**

- 4.1. Staff have received a number of service requests / complaints relating to parked vehicles along Grey View Grove limiting manoeuvring space for two-way traffic.
- 4.2. Businesses on the east side of the town centre generate substantial on-street parking demand in the area. This is generally related to staff parking. This parking demand is accommodated on East Belt and surrounding streets, which includes Grey View Grove.
- 4.3. In order to provide adequate moving space for vehicles to enter and exit Grey View Grove and to safely balance property access with on-street parking, it is recommended that no-stopping restrictions be implemented along the extent indicated by the yellow dashed line below in Figure 1 below (from East Belt to the access to Nos. 3 and 9 Grey View Grove).



Figure 1 - Proposed extents of no-stopping restriction, Grey View Grove

- 4.4. It is noted that this restriction will result in the loss of space which could accommodate up to 11 carparks along Grey View Grove, however it is also noted, that currently parking predominantly occurs along the south side of the road, with complaints often being driven by occasional parking on the north side of the road.
- 4.5. This has resulted in a number of interactions between residents / local business, and as such needs to be addressed.

- 4.6. It is considered that the installation of no-stopping along the north side of the road will go some way towards addressing the ongoing concerns.
- 4.7. The Rangiora-Ashley Community Board has the following options available to them:
- 4.8. Option One: Endorse the installation of a no-stopping restriction from East Belt to the access of Nos. 3 and 9 (being a length of 75m)
- This option would see the Rangiora-Ashley Community Board recommend that the Utilities and Roading Committee approve the installation of a no-stopping restriction at the location shown above in Figure 1.
- This is the recommended option because it improves safe manoeuvring space at the top of Grey View Grove and addresses ongoing concerns related to access raised by residents.
- 4.9. Option Two: Decline the recommendations of this report and retain the status quo
- This is not the recommended option because there are safety and access implications of not installing no-stopping restriction proposed in this report.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. These proposed improvements provide infrastructure in terms of safety improvements which provide safe access for residents within the district.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

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

Staff have spoken with the resident at No. 1 Grey View Grove; they were supportive of the proposal.

5.3. Wider Community

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

The impacts of roadside management are considered to be localised and minor in nature. It is noted that no public consultation has been carried out with the wider community. The likely impact of the proposed no stopping installation is a small shift in the location where on street parking occurs.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report. There are minimal costs associated with installing no-stopping lines along these streets, as all it involves is line marking.

The costs are estimated to be less than \$100 and can be accommodated within the Road Maintenance budgets (Pavement Marking GL 10.270.582.2500).

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

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report are considered to be localised and minor in nature and will not have sustainability or climate change impacts.

6.3. **Risk Management**

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

There is a risk that the proposed restrictions may not go far enough, or may result in parking to shift to other less desirable locations. This is considered to be a very small risk.

6.4. **Health and Safety**

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

Physical works will be undertaken through the Road Maintenance contract. The Road Maintenance contractor has a Health and Safety Plan and a SiteWise score of 100.

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**

Section 2 of the Land Transport Rule: Traffic Control Devices requires a Road Controlling Authority to "authorise and, as appropriate, install or operate traffic control devices."

7.3. **Consistency with Community Outcomes**

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

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

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

Environmental: a place that values and restores our environment

- The natural and built environment in which people live is clean, healthy and safe.

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

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

7.4. **Authorising Delegations**

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Rangiora-Ashley Community Board has the delegated authority to recommend the installation of no-stopping restrictions on roads within its ward area.

The Utilities and Roading Committee has the delegated authority to approve no-stopping restrictions.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 /TRIM 251125224093**REPORT TO:** RANGIORA – ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 December 2025**AUTHOR(S):** Tori Stableford, Landscape Architect**SUBJECT:** Approval for implementation of the Canterbury Street Reserve Master Plan**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager

pp


Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval from the Rangiora - Ashley Community Board for the Canterbury Street Reserve play space renewal, Master Plan.
- 1.2. A total of \$200,000 has been allocated from the Play Safety Surface/Equipment budget (PJ 102591.000.5224) for the renewal of Canterbury Street Reserve. This funding will deliver an upgraded play space and address drainage issues to improve reserve usability.
- 1.3. In addition, \$2,250 from the Urban Wild budget under the Natural Environment Strategy Implementation activity (PJ 102466.280.2543) will support the naturalisation of the proposed drainage swale, aligning the project with council's biodiversity objectives.
- 1.4. The combined budget ensures the project meets both recreation and environmental goals, providing a long-term solution for the community. The breakdown is shown below:

Play Safety Surface/Equipment budget (PJ 102591.000.5224).	\$200,000
Urban Wild budget (PJ 102466.280.2543).	\$2,250
TOTAL PROJECT BUDGET	\$202,250

- 1.5. The total project budget available is \$202,250. Staff have estimated the cost to implement the proposed Canterbury Street Play Space Renewal Master Plan (Attachment ii) at \$181,694, with an 11% contingency allowance bringing the total estimated cost to \$201,694. This approach ensures adequate provision for unforeseen expenses while keeping the project within the approved budget.

- 1.6. In September, the Rangiora–Ashley Community Board approved the Concept Plan (*Attachment i*) for the Canterbury Street Reserve play space to proceed to community consultation. The plan was shared with Ashley Village residents through a Let's Talk flyer delivered to homes and published on Council's Facebook page and website. Although formal feedback was not received from Ashley Playcentre, staff undertook extensive consultation with parents to understand their aspirations for the reserve. As the detailed design progresses, staff will continue working closely with parents to ensure the final design reflects their expectations, particularly regarding play opportunities for younger children and the selection of play equipment.
- 1.7. In total three responses were received from the community on the Concept Plan. All three responses were supportive of the Concept Plan (*Attachment i*), with some minor changes suggested and discussed within this report. Staff also consulted with the Waimakariri Access Group (WAG) who suggested additional rubber safety surface, a gravel footpath connecting Canterbury Street to the proposed reserve pathway, and an accessible picnic table. This feedback along with feedback received from the first round of consultation has formed the Master Plan for approval in this report.
- 1.8. The revised Master Plan (*Attachment ii*) includes relocating the proposed pathway to the southwestern side of the reserve, moving the play equipment forward to create additional space and integrate the nature play area, and shifting the grassed area to the northern end. These changes allow for the inclusion of a spinning play item and a provisional flying fox subject to budget, while utilising the existing stand of trees as a central nature play feature.
- 1.9. Staff have tendered the play equipment for the reserve which includes a 3-bay swing, a climbing element, a spinning item, and a traveller. When tenders have been received staff will assess the costs to see if a traveller is achievable within the project budget.

Attachments:

- i. Canterbury Street Reserve Concept Plan (TRIM 250827158680)
- ii. Canterbury Street Reserve Master Plan (TRIM 251127226334)
- iii. Canterbury Street Reserve ii Consultation Feedback Report (TRIM 251127226201)

2. **RECOMMENDATION**

THAT the Rangiora - Ashley Community Board:

- (a) **Receives** Report No. 251125224093.
- (b) **Approves** the Canterbury Street Reserve Master Plan Attachment ii. (Trim: 251127226334).
- (c) **Notes** that \$200,000 has been allocated to this project for expenditure in the 2025/26 financial year, funded from the Play Safety Surface/Equipment budget (PJ 102591.000.5224).
- (d) **Notes** that an additional \$2,250 is available from the Urban Wild budget, under the Natural Environment Strategy (PJ 102466.280.2543), to support the naturalisation of the proposed swale in the Master Plan. This brings the total combined project budget to \$202,250.
- (e) **Notes** that feedback received through consultation has resulted in changes to the Concept Plan to form the Master Plan. The changes include relocating the pathway and play equipment to provide more space and therefore greater play opportunities for all ages. A swale system has also been incorporated into the design to further accommodate for the wet nature of the reserve.

3. **BACKGROUND**

- 3.1. The play space at Canterbury Street Reserve is scheduled for renewal under Councils Play Spaces Strategy due to its age and condition. As the only greenspace in Ashley Village, the reserve is a vital community asset, centrally located on Canterbury Street and adjacent to Ashley Playcentre, serving as a key recreational and social hub for local families. The project is funded in the current annual plan with an allocation of \$200,000 from the Play Safety Surface/Equipment budget (PJ 102591.000.5224) as approved in the Greenspace Capital Works Programme.



Image 1: Context map showing location of Canterbury Street Reserve in Ashley Village

Currently, the reserve includes a single-bay swing set, a traveller (mini flying fox), a picnic table, and a basketball hoop with a small concrete hardstand. The swing set and traveller have deteriorated and are scheduled for removal, while the basketball hoop remains in good condition. Staff are arranging for the hoop to be painted as a refresh of the asset, this being an operational expense and not part of this project. The picnic table will also be relocated as part of the renewal. When the table was installed in 2023 staff were aware that the play space would soon be renewed and therefore the table was installed in a temporary nature.

- 3.2. Drainage issues have been identified at Canterbury Street Reserve and are also a key driver for the upgrade. Drainage has been considered during concept planning and provisions made for drainage improvements in the project budget.
- 3.3. In September this year the Rangiora – Ashley Community Board approved a Concept Plan (*Attachment i*) for the upgrade of Canterbury Street Reserve to distribute for community feedback. The consultation material was distributed to the entirety of Ashley Village by a letter drop Let's Talk flyer and placed on Councils Facebook and website for a 3-week consultation period. The parents at Ashley Playcentre, which adjoins the reserve, who staff met with during initial consultation were also contacted for direct feedback.

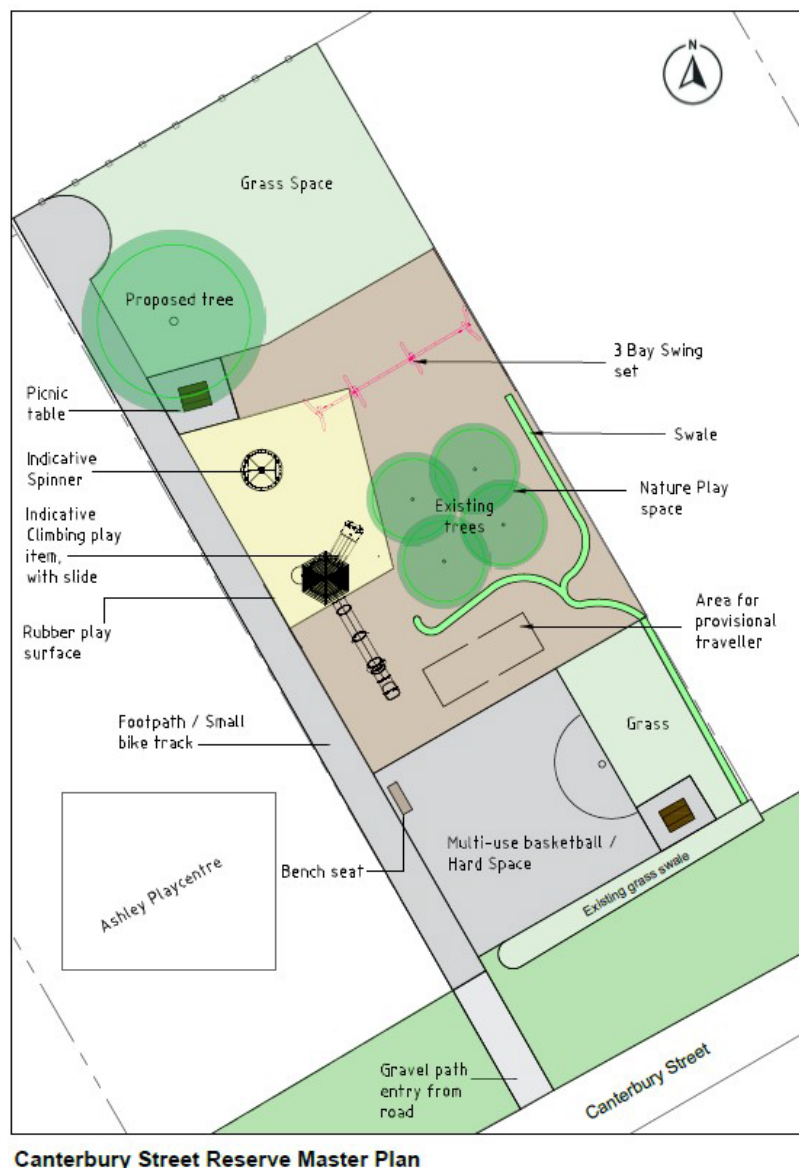
- 3.4. Three responses were received (*Attachment iii*). Residents were asked if they support the proposed Concept Plan for the play space, and if they have any further comments or if we had missed anything. All three respondents said that they support the Concept Plan and gave some minor suggestions for change.
- 3.5. In review of the feedback received (*Attachment iii*), staff also kept in mind the earlier consultation carried out to form the Concept Plan, which included a letter drop Let's Talk flyer asking what people wanted to see happen, visiting the children at Ashley school who live in Ashley village and asking them what they wanted to see happen at the play space, meeting with parents of the playcentre adjoining the reserve, and placing the Concept Plan (*Attachment i*) on councils Facebook page and website.
- 3.6. One respondent noted that the reserve is enjoyed by people of all ages, not just younger children, and recommended retaining the existing traveller (flying fox). However, due to its age, the traveller is scheduled for renewal and will need to be removed. The respondent also suggested relocating the traveller to the front of the reserve, near equipment designed for older children.
- 3.7. The second respondent requested a fence along the front of the reserve to prevent children from running onto the road. This concern was also raised by Playcentre parents during initial consultation on what people wanted to see happen at the Reserve.
- 3.8. The third respondent supported the Concept Plan (*Attachment i*) and the basketball court hardstand being made bigger and the inclusion of the small bike track.
- 3.9. In October, staff also presented the Concept Plan (*Attachment i*) to the Waimakariri Accessibility Group, who provided valuable feedback. The three main recommendations were: replacing the top of the existing picnic table to allow wheelchair access, expanding the rubber safety surface to a bigger area in the play space, and ensuring wheelchair access throughout the reserve.
- 3.10. Staff also contacted parents from the Ashley Playcentre, who had participated in the initial consultation phase, to ensure they received the 'Let's Talk' flyer and had an opportunity to provide feedback on the Concept Plan (*Attachment i*) and to ask for detailed feedback from parents of children with disabilities. However, no responses were received.

4. ISSUES AND OPTIONS

- 4.1. In response to requests for fencing at the reserve, staff have considered this option; however, it is not generally recommended as it would not add significant benefit to the reserve or its overall design. Council is currently developing a Play and Active Recreation Strategy, which will help identify features that provide the greatest value to play spaces across the district. At this stage, staff do not believe a fence is required for this type of reserve for the following reasons:
 - Reduces openness and accessibility: Fencing can block entry and diminish the open, inclusive nature of reserves, which are intended for community use.
 - Passive surveillance: Open spaces allow clear sightlines, helping deter vandalism and anti-social behaviour.
 - Cost implications: Fencing is expensive to install and maintain.
 - Design principles: Reserves are designed as open recreational spaces, and fencing often conflicts with these principles unless there is a specific need (e.g., dog parks).
 - Special considerations: Fencing is generally requested to assist parents of children with neurological support needs and may be appropriate in some locations.

- 4.2. Staff have endeavoured to provide as much play opportunity as possible in the Master Plan and therefore considered the request for the inclusion of a traveller (flying fox) very carefully. The Concept Plan was assessed to determine how space could be reconfigured to accommodate this feature. The plan has been adjusted to allow for its inclusion should it prove feasible within the project budget.
- 4.3. Staff are currently seeking tenders for the play equipment outlined in the Master Plan, with the traveller (flying fox) included as an optional item for cost assessment. If the tender process indicates that the traveller cannot be delivered within budget, it will not be incorporated; however, the revised layout ensures that space is available if funding allows.
- 4.4. A key priority identified during initial community consultation was the retention of an open grassed area. This feature has been preserved in the Master Plan and relocated to the quieter rear section of the reserve, where children can view animals in the adjoining farmland and watch passing trains. Two existing trees in this area will be removed and replaced with a single large specimen tree to provide shade. Where possible, existing trees have been retained to provide shade and amenity. The central stand of four silver birch trees remains in the Master Plan, offering natural shade and opportunities for nature play within the heart of the play space.
- 4.5. Nature play opportunities will include natural pathways incorporating rocks and logs for climbing and exploration, pebbles for tactile play, and areas of natural planting.
- 4.6. The primary amendment to the play space is the relocation of the shared pathway to the southwestern side of the reserve. This adjustment improves access to a greater length of play equipment and allows for the potential inclusion of a traveller above the basketball hard space. As an added benefit, the pathway will run along the Playcentre boundary and connect to its private gateway, enabling Playcentre access during operating hours. The pathway will remain 1.8 metres wide, suitable for pedestrians and small bikes or scooters, and will include a turnaround point at the entrance to the informal grass accessway behind the church.
- 4.7. Relocating the play equipment creates an opportunity to wrap the play space around the central silver birch trees, enhancing nature play and providing established shade. Proposed equipment includes a three-bay swing set comprising an infant swing, a toddler swing, two strap seats, and a basket/nest swing, as well as a spinning element and a provisional traveller (flying fox).
- 4.8. Canterbury Street Reserve experiences significant winter wetness, making drainage a key design consideration. The Master Plan proposes a shallow swale extending from the new play areas to the existing swale at the front of the reserve. This feature will run along the north-east fence line, softened with native planting, and include stepping stones for access to the nature play space. To further naturalise this swale system Councils Bio-diversity team have provided \$2250 from the Urban Wild budget contained within the Natural Environment Strategy implementation activity (PJ 102466.280.2543) for native planting.
- 4.9. Following feedback from the WAG, the Concept Plan has been revised to explore opportunities for increasing rubber safety surfacing. Relocating the pathway to the southwestern boundary allows play equipment to be positioned along this edge, creating potential for a continuous rubber safety zone adjacent to the path. The Master Plan currently indicates rubber surfacing beneath the nest swing, spinner, and at climbing structure access points, with final details to be confirmed once equipment selection is complete. Staff note that rubber safety surface is a costly item and therefore will be a provisional item in the civil contract, allowing the areas to be reduced to meet the project budget.

- 4.10. Additionally, in response to feedback from the WAG regarding wheelchair access to the existing picnic table, staff have proposed installing a second picnic table instead, as this provides better value within the project budget. The additional table is suggested for placement within the play space, and the existing table would be relocated beside the basketball hard space, offering informal seating for those waiting, watching, or socialising.
- 4.11. A new bench seat is proposed in the Master Plan at the edge of the basketball hard space for multi-use in this space and for the play space. The bench seat will include arm and back rests for use by residents of all ages. A litter bin will also be provided in the reserve.
- 4.12. The grass space adjacent to the basketball / multi use hard space will remain in the Master Plan to enable further development of skate facilities and or a Hamster wheel if the community wish to seek funding in the future.
- 4.13. In response to the request from the WAG to form a connection from Canterbury Street to the proposed shared pathway, a gravel pathway is included in the Master Plan across the grass berm. Staff have confirmed with the Roding team that they are happy for this to occur.
- 4.14. The proposed Master Plan can be seen below (TRIM 251127226334):



Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Canterbury Street Reserve is the only Greenspace Reserve in Ashley Village, which has the capacity to have significance to the wellbeing of the community. The Concept Plan has been developed to ensure that the Reserve provides recreational opportunities for users of all ages and interests.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

As part of the standard Council Process, staff provided a brief to the Rununga appointed agency Whitiara regarding this project for consideration at their next Cultural Advisory Group Meeting. Staff did not hear back from Whitiara and it is understood that they do not have the capacity to provide feedback or to be involved in the project at this time and therefore the project has progressed.

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.

The Waimakariri Accessibility Group has been directly consulted with to ensure the Concept Plan aligns with best practices in accessibility. The feedback provided has guided the Master Plan attached to this report.

Parents from Ashley Playcentre have also been contacted for direct feedback, unfortunately there was no response, however staff are confident that the feedback given during initial consultation has been included in the Master Plan.

5.2. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Greenspace staff have undertaken consultation with the wider community as discussed above to support the creation of the Master plan.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The decisions sought in this report have financial implications. Funding for this project is included in the Annual Plan and Long-Term Plan (2024–2034). The capital works programme provides \$200,000 for the renewal of the Canterbury Street Reserve play space, allocated from the Play Safety Surface/Equipment budget (PJ 102591.000.5224) for expenditure in the 2025/26 financial year.

In addition, \$2,250 from the Urban Wild budget under the Natural Environment Strategy Implementation activity (PJ 102466.280.2543) will support the naturalisation of the proposed drainage swale identified in the Master Plan. This results in a total combined project budget of \$202,250.

Staff estimate the cost to implement the Canterbury Street Play Space Renewal Master Plan at \$181,694. To manage risk and unforeseen costs, an 11% contingency allowance has been applied, bringing the total estimated cost to \$201,694. This ensures the project can be delivered within the approved budget while maintaining financial prudence.

This estimated cost of the Master Plan is within the total project budget of \$202,250.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report have minimal sustainability or climate change impacts. Where practical, Staff work with local (NZ) play equipment suppliers and the equipment currently proposed is predominately manufactured in New Zealand rather than imported from other countries. Some components may not be available locally and are imported as part of the manufacturing process. Celebrating natural play is a great way to encourage children to use the things around them for play rather than relying on formal/designed elements which need materials and energy to create.

6.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. There is financial risk that the Master Plan is not implemented within budget.

As outlined in this report, staff are currently undertaking the tender process for play equipment. The final selection will depend on the tender outcomes, which will determine what can be sourced within the approved project budget. This may require adjustments to the play equipment scope if it is not achievable within budget. The provisional items are the traveller (flying fox) and reducing the rubber safety fall areas and making these areas safety fall bark.

Staff have carried out a cost estimate and due to the small size of the project allowed for a 12.5% project contingency within this budget to minimise risk of not meeting budget.

6.4. **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Staff will ensure through the tender process that the contractor is site wise and Health and Safety requirements are met.

7. **CONTEXT**

7.1. **Consistency with Policy**

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. **Authorising Legislation**

- **Reserves Act 1977**
- **Neighbourhood Reserves Management Plan 2015**
- **Building Act (in relation to regulations around the development of this site)**
- **New Zealand Standards 5828.2015: Playground equipment and surfacing**

7.3. **Consistency with Community Outcomes**

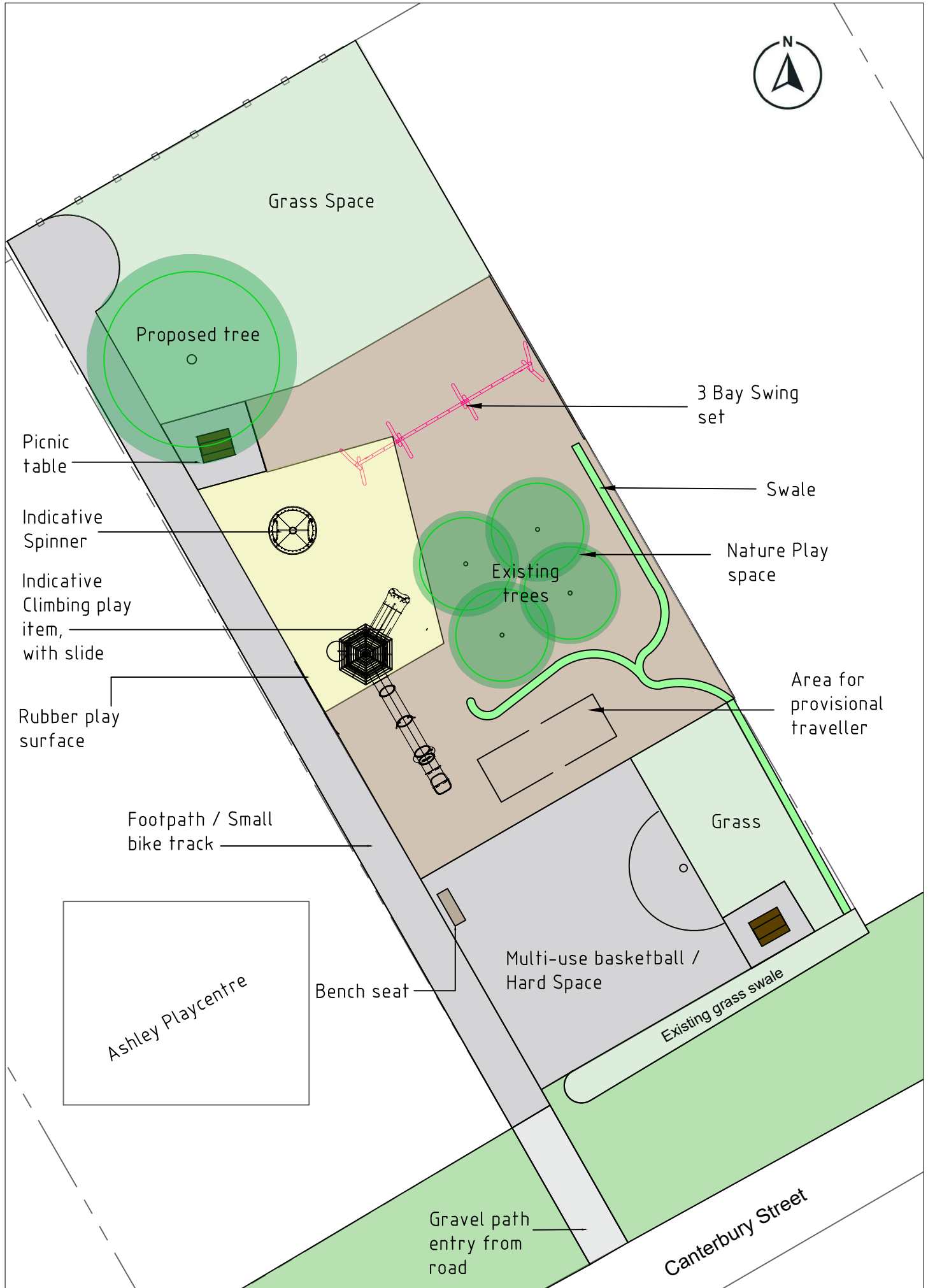
The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- 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 Rangiora-Ashley Community Board have the delegation to approve the Master Plan for implementation.





Canterbury Street Reserve Master Plan

Have your say

SURVEY RESPONSE REPORT

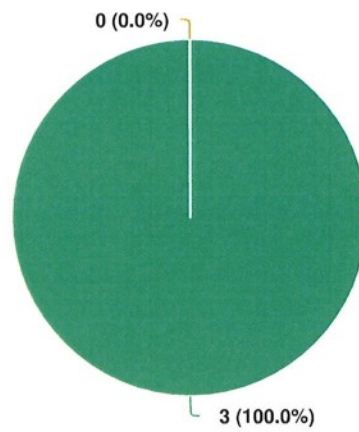
16 September 2025 - 16 October 2025

PROJECT NAME:

Canterbury Street Reserve Playspace Renewal



SURVEY QUESTIONS

Q1 | Do you support the proposed design for the playspace at Canterbury Street Reserve?**Question options**

● Yes ● No

Mandatory Question (3 response(s))
Question type: Radio Button Question

Q2 Do you have any further comments? Have we missed anything?

webmaster

10/03/2025 09:22 AM

I don't agree it is mainly used by younger kids as a neighbour i see the age mostly between 4 - 15+ Plan looks great but I feel as the ? flying fox has been so popular with my grandies and spans a number of ages its usage, it should be retained, as not much on offer for older kids in new plan. Perhaps it could be relocated to area set aside for mouse wheel as that will be good replacement to appeal to older kids, when/if eventually installed.

webmaster

10/03/2025 09:23 AM

Looks great. Would be ideal to have an enclosed fence so people with young children wouldn't have to worry about the road. A fence that runs from the edge of the playcentre to the next property with a gate inbetween. This would also be a safety net so children don't fall into the swale.

webmaster

10/03/2025 10:41 AM

Great to see that the hard surface beneath the basketball hoop is larger. Its current size is completely inadequate, especially for anyone wanting to practice lay-ups. Love the bike track idea!!

details to be confidential ticked on

physical form

Optional question (3 response(s), 0 skipped)

Question type: Essay Question

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / TRIM: 251125224641

REPORT TO: Rangiora–Ashley Community Board

DATE OF MEETING: 10 December 2025

AUTHOR(S): Aria Huang, Greenspace Landscape Planner
Mel Foster, Community Development Facilitator – Arts Strategy Implementation

SUBJECT: Issuing of Project Brief for Kippenberger Sculpture – General Landscaping Project

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


 General Manager


 pp Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek approval from the Rangiora–Ashley Community Board to issue the Project Brief for seeking artistic expressions of interest for a sculpture to be placed on Kippenberger Avenue, in celebration of its namesake, Sir Howard Kippenberger.
- 1.2. In June 2025, the Rangiora–Ashley Community Board allocated \$30,000 from the General Landscaping Budget (101045.000.5224) to cover all aspects of the project, including conceptual design, detailed design, artwork fabrication and installation costs.
- 1.3. Waimakariri Public Arts Trust (WPAT) plays a key role in fostering art and culture throughout the district, providing professional curatorial oversight to ensure thoughtful and high-quality public art selections. Staff have developed a Project Brief for the Kippenberger sculpture, which has been reviewed and approved by WPAT for the next steps and now needs to be approved by the Board for us to proceed.
- 1.4. The Project Brief invites artists to submit concepts that reflect the significance of Sir Howard Kippenberger for the sculpture, to be located on Kippenberger Avenue. The sculpture location was approved by the Board at a previous meeting. The brief sets out the project's key information, including background, objectives, design considerations, and implementation details.
- 1.5. WPAT will review all submissions and shortlist three concepts that best meet the project objectives. A subsequent report will be presented to RACB in April 2026, at which point the Board will review the shortlisted concepts and select a preferred concept. The endorsed concept will then proceed to fabrication and installation.
- 1.6. Should the Board approve this brief, staff intend to proceed with the above process, and bring a report back to the April Rangiora–Ashley Community Board meeting including the designs for their approval.

Attachments:

- i. Project Brief - Expressions of Interest for Artist - Kippenberger Sculpture
TRIM: 251113216804

2. **RECOMMENDATION**

THAT the Rangiora–Ashley Community Board:

- (a) **Receives** Report No. 251125224641.
- (b) **Approves** staff issuing the Project Brief (TRIM 251113216804) inviting artistic expressions of interest for a sculpture to be placed on Kippenberger Avenue.
- (c) **Notes** that the previously approved allocation of \$30,000 from the Rangiora–Ashley General Landscaping Budget will cover the full costs associated with this project including conceptual design, detailed design, artwork fabrication, and installation.
- (d) **Notes** that the Waimakariri Public Arts Trust (WPAT) will shortlist three concepts that best meet the project objectives. The three shortlisted concepts will be brought back to the Board in a subsequent report, at which point the Board will select and endorse its preferred concept. The endorsed concept will then proceed to full art concept development, fabrication and installation.
- (e) **Notes** that due to the timeframes associated with the process to select the successful artist, this project may extend beyond the current financial year, and that the budget for uncompleted work will be carried forward into the 2026/27 financial year as a work in progress.

3. **BACKGROUND**

- 3.1. In June 2025, Rangiora–Ashley Community Board approved the allocation of \$30,000 from their General Landscaping Budget (101045.000.5224) towards a sculpture to be placed on Kippenberger Ave celebrating the avenue's namesake Sir Howard Kippenberger.
- 3.2. Staff held a workshop with Board members to discuss design approaches for the Kippenberger commemoration, confirm a preferred direction, and identify considerations and challenges for the project.
- 3.3. The Board expressed at the workshop with staff that this artwork needs to focus on Kippenberger as a person and in particular his time in Rangiora, with an intentional focus on not becoming another war memorial or military statue. A wide range of artistic styles and approaches were encouraged, from bold, colourful, and eye-catching designs to abstract forms and panel cutouts. While innovative concepts were preferred, they noted that traditional statue-style sculptures would also be taken into consideration.
- 3.4. The design team developed a conceptual idea to help visualise the project direction and ensure alignment among the Board, WPAT, and staff. This concept was not included in the Project Brief to allow artists full creative freedom. Similarly, while some artwork examples were considered, it was agreed with WPAT not to include them, in order to avoid influencing artists toward specific styles. Supporting background information about Kippenberger, including images and a life summary, is provided in the Appendix. Detailed project background, objectives, and design considerations can be found in Section 2 of the attached *Project Brief: Expressions of Interest for Artists* document (TRIM 251113216804).
- 3.5. The Board have approved the below location on Kippenberger Ave on the mound to the east of the Wastewater station as shown below.

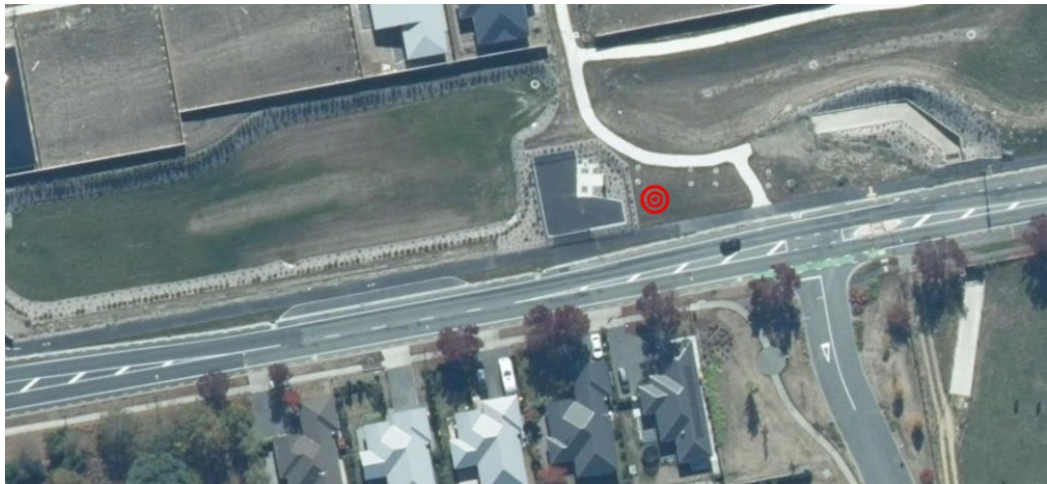


Figure 1: Proposed location of sculpture

- 3.6. The Project Brief was presented to the Waimakariri Public Arts Trust at their November 2025 meeting. WPAT plays a key role in fostering art and culture throughout the district, providing professional curatorial oversight to ensure thoughtful and high-quality public art selections. The Project Brief purpose is to ensure the artistic expressions of interest align with project objectives, reflect Kippenberger's life and community contributions, and meet public art standards. The Trust approved the Project Brief on 11 November 2025 for it to be presented to the Rangiora Ashley Community Board, who hold the delegation to approve this works.

4. **ISSUES AND OPTIONS**

- 4.1. The full *Project Brief: Expressions of Interest for Artists* document is provided in Attachment (TRIM 251113216804). This section summarises three key components of the project: project stages, cost breakdown, and key timelines.

Project Stages

- 4.2. The project will progress through the following stages:
- Stage 1 - Concept Submission
 - Stage 2 - Shortlisting
 - Stage 3 - Rangiora-Ashley Community Board Approval
 - Stage 4 - Full Art Concept development
 - Stage 5 - Fabrication
 - Stage 6 - Installation
 - Stage 7 - Opening/Final Acceptance
- 4.3. WPAT will be involved in Stage 2 Shortlisting of three preferred options and will assist WDC staff as required in project management of Stage 4-7.

Cost Breakdown

- 4.4. The total project budget of \$30,000 from the General Landscaping Budget (101045.000.5224) will be paid to the successful artist. This fee covers all components of the commission, including conceptual development, detailed design, fabrication, and installation. Payments will be made in the following instalments:

- Signing of agreement - \$2,500
- Detailed design - \$2,500
- Beginning of fabrication - \$10,000
- Installation - \$10,000
- Acceptance of works (10 days after installation) - \$5,000

Key Timelines

- 4.5. Key project dates are outlined below:

Activity	Date
Issue Project Brief to artists	19 January 2026
Deadline for concept submissions	27 February 2026
WPAT evaluations concluded and three concepts shortlisted	6 March 2026
Report taken to RACB meeting – concept choice made	15 April 2026
Applicants notified	Prior to 20 April 2026

- 4.6. Three options are discussed below for the Board's consideration:

Option 1 – Approve the Project Brief (Preferred Option)

- 4.6.1. Approve the Project Brief as presented and authorise staff to issue it to artists. This will be done via advertising on the WDC website/social media and through WPAT trustees who may approach artists directly. Staff will work with the Waimakariri Public Arts Trust (WPAT) to manage the Expressions of Interest process and will present the three shortlisted concepts to the Board prior to final selection and engagement of an artist.
- 4.6.2. This is the preferred option as it enables the project to progress in accordance with agreed timelines and the earlier Board decision to support a sculpture commemorating Sir Howard Kippenberger.

Option 2 – Approve the Project Brief with Amendments

- 4.6.3. Approve the Project Brief subject to any amendments requested by the Board. Staff will update the document as directed and proceed to issue the Brief.
- 4.6.4. This option remains a viable and supported pathway and allows the Board to refine the Brief as needed. Depending on the extent of amendments, WPAT trustees may need to be consulted for feedback. There may be some impact on the proposed timeline, however, the project would continue to progress.

Option 3 – Decline the Project Brief

- 4.6.5. Decline approval of the Project Brief.
- 4.6.6. This option is not recommended, as the Board has already allocated funding to deliver a sculptural feature honouring Sir Howard Kippenberger. The Project Brief has been reviewed and approved by WPAT and is required to give an adequate brief to potential artists to progress the project.

4.7. **Implications for Community Wellbeing**

- 4.7.1. There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.7.2. The Kippenberger Sculpture project is expected to positively contribute to community wellbeing by enhancing the visual amenity of Rangiora and increasing public awareness of a significant historical figure with strong local ties. As the sculpture will occupy a high-profile location, some community interest and engagement is anticipated. Overall, the project is expected to add creative and cultural value to the public space.

4.8. 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. The artistic brief will be provided to the Runanga to share with their local artists should any wish to provide a submission for this sculpture.

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.

- Waimakariri Public Arts Trust.
As noted above, staff have been working with the WPAT to develop this brief and they will review the initial designs and select three for final decision by the Community Board.

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. No consultation has been undertaken at this stage, and staff consider that the project does not trigger the need for further consultation.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

6.1.1. There are no financial implications of the decisions sought by this report as staff are seeking approval to issue the Project Brief. The total project budget of \$30,000 is funded by the Rangiora Ashley Community Board's General Landscape Budget (101045.000.5224) and will be paid to the successful artist. This fee covers all components of the commission, including conceptual development, detailed design, fabrication, and installation. Payments will be made in the following instalments:

- Signing of agreement - \$2,500
- Detailed design - \$2,500
- Beginning of fabrication - \$10,000
- Installation - \$10,000
- Acceptance of works (10 days after installation) - \$5,000.

6.1.2. Once the submissions have been received, these will be reviewed by WPAT as well as Greenspace Staff to ensure that they are suitable for the location and constructed in an appropriate manner. This will include identifying any ongoing maintenance costs which will be included in the report to the Board for decision.

- 6.1.3. Due to the materials that would be used for the artwork, ongoing operational costs are expected to remain within the existing budget. As this is an expression of interest, staff will assess submissions prior to recommending designs for approval. This assessment will include consideration of ongoing maintenance costs.

6.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

- It is possible that members of the community may not like the sculpture or its location. One important outcome from public art is the stimulation of conversation and opinion and an appreciation for the role art can play in our public spaces. It is hoped that this sculpture will generate conversation regarding art. However, given its cost, location and size it is unlikely to generate significant negative opinion or dislike where the location or installation will need to be revisited.
- With any public art, there is a risk of vandalism. This may mean that from time to time the sculpture may need to be repaired or cleaned to maintain its condition. It is thought this sculpture in this location is likely to have a low risk of frequent vandalism.
- All artwork has a life span when exposed to the elements and can degrade over time. It is recommended that Council and WPAT assess the condition of the piece and its location every five years to ensure it continues to add value to the setting and serve its purpose.
- There is a low risk that changes to the environment may mean that the sculpture is required to be shifted or removed. Should this occur, then WPAT would consult with the Community Board around other possible locations for the sculpture.

6.4 **Health and Safety**

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

- At this point, the Board are approving the issuing of the design brief for sculpture options. The Waimakariri Public Arts Trust (WPAT) will then shortlist three concepts that best meet the project objectives for consideration by the Board.
- At that point, specific health and safety implications around the chosen design will be outlined within the further report. The installation of the sculpture will be carried out in accordance with appropriate health and safety guidelines to ensure it does not pose any ongoing risk to the public.

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.

7.3. **Consistency with Community Outcomes**

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

Cultural

- 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.
- Waimakariri's diversity is freely expressed, respected and valued.
- There is an environment that supports creativity and innovation for all.

Social

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

7.4. **Authorising Delegations**

The Rangiora-Ashley Community Board has delegated authority to approve the recommendations in this report.



Kippenberger Sculpture Kippenberger Avenue, Rangiora

Project Brief

Seeking Artistic Expressions of Interest

1. Summary

Project Summary	
Commission	A sculpture to be placed on Kippenberger Avenue celebrating the avenue's namesake, Sir Howard Kippenberger.
Stages	Stage 1 - Concept Submission Stage 2 - Shortlisting Stage 3 - Design Approval Stage 4 - Full Art Concept development Stage 5 - Fabrication Stage 6 - Installation Stage 7 - Final Acceptance
Commissioner	Waimakariri District Council
Location	Kippenberger Avenue, Rangiora
Audience	Members of the community and visitors. Main audience is in passing traffic, some foot traffic from the nearby walkway.
Project Budget	\$30,000 (+GST if applicable)
Project Concept Submissions	Closes 4.00pm, Friday, 27 February 2026.

2. Overview

Project Background

The Rangiora Ashley Community Board has requested a sculpture be placed on Kippenberger Avenue to commemorate the avenue's namesake, Sir Howard Kippenberger, 1897- 1957.

Kippenberger was best known as a decorated soldier who became commander of the New Zealand Division in the Second World War. Known as Kip, he was deemed as being New Zealand's most popular and talented military leader.

He was also well known for his contributions in the local community.

To date Rangiora has remembered Kippenberger by renaming the road out of Rangiora towards Woodend as 'Kippenberger Avenue', and the Cenotaph site at the corner of High and Ivory Streets as 'Kippenberger War Memorial Reserve'.

Artistic Project Objectives

Rangiora-Ashley Community Board (RACB) members have expressed that this artwork needs to focus on Kippenberger as a person and in particular his time in Rangiora, with an intentional focus on not becoming another war memorial or military statue.

A wide range of artistic styles and approaches are encouraged, from bold, colourful, and eye-catching designs to abstract forms and panel cutouts. While innovative concepts are preferred, traditional statue-style sculptures will also be taken into consideration.

They would like to honour Kippenberger as not only a soldier who served valiantly to protect our freedoms, but also a man with passionate interests and community spirit. It is therefore important that this art doesn't appear as a 'war memorial' but rather celebrates Kippenberger for all aspects of his life.

Elements that could be incorporated are outlined below:

- **Law and Order** – Kippenberger's career as a barrister
- **Democracy** – eight years serving on the Rangiora Borough Council
- **Team Sport** – his passion for cricket and captaining of the Rangiora Cricket Team
- **Recreation** – his interest in golf as a founding member of the Rangiora Golf Club
- **Distinguished Service** – the exceptional military career and leadership shown by Kippenberger through two world wars.

It is envisaged that the artwork would be large enough so that it is easily viewed by road users and pedestrians. The artwork would need to be at least 2 – 3 metres in size in order to be seen well.

RACB have requested an information panel be supplied either at the base or to the side which provides information as to who Kippenberger was, why he is important and the meanings behind the sculpture. This may be produced as a separate item but it is preferred that this is incorporated in the artwork itself.

The Council may decide to enhance the sculpture with complementary fencing or plantings as needed.

Design considerations/limitations:

The objectives for the design should include:

- Artistic excellence and innovation ensuring originality and high-quality craftsmanship;
- Durability with consideration for environmental conditions and long-term integrity;
- Ownership structure including guidelines for movement, maintenance, relocation or disposal;
- Community engagement fostering public interaction and strengthening local identity;
- Site compatibility reflecting the topography, character and intended use of the location;
- Health & safety consideration to exposed areas where children could insert hands or climb.

The structure should not include:

- Moving parts or materials that would prove as a distraction to passing motorists;
- A water feature as this would pose significant long-term operational concerns and would require substantial capital investment.

Site Information

On mound to the east of the wastewater station on Kippenberger Avenue, Rangiora opposite Devlin Avenue turnoff. See site map below.

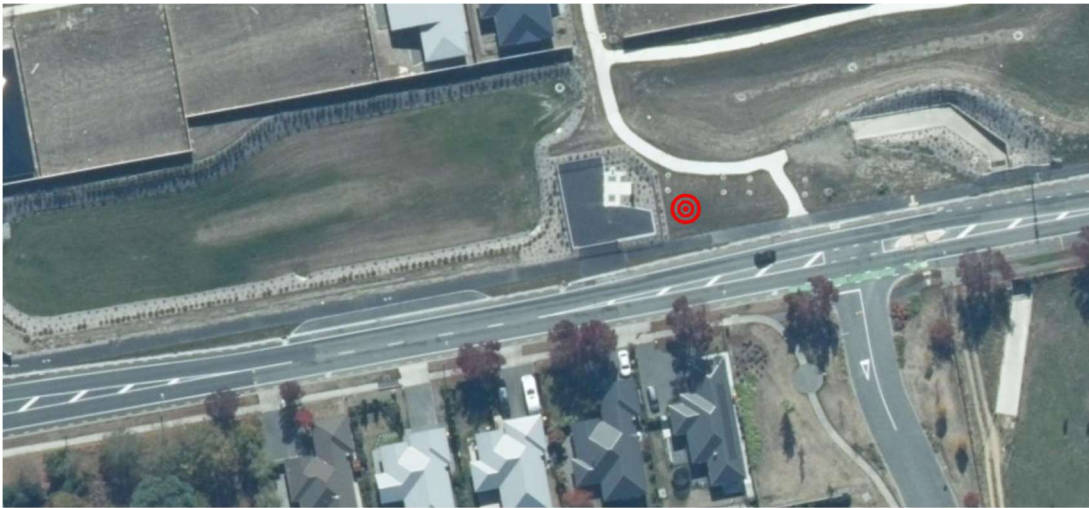


Figure 1 - Proposed site - Kippenberger Avenue, Rangiora.

3. Commission

Artist Opportunity

The Waimakariri District Council with the support of the Waimakariri Public Arts Trust is seeking an artist to create an artwork for display on Kippenberger Avenue.

The project provides an opportunity for skilled and experienced artist/s to make their mark on Rangiora by having their work potentially selected and permanently exhibited on a main thoroughfare.

Concept Submission

Artists are invited to submit a concept/s, including the following information:

- A drawn or computer-generated visual portrayal of the concept (provided as a JPG or PDF);
- Written statement outlining the meaning of the concept;
- Details of estimated size and materials used;
- Projected timeline for fabrication;
- Installation and future maintenance requirements.

Project Stages:

Stage 1 - Concept Submission

All concepts should be submitted to the Waimakariri District Council by Friday, 27 February 2026.

These will be initially reviewed internally to ensure the project criteria has been met before submission to Waimakariri Public Arts Trust trustees for consideration.

Stage 2 - Shortlisting

The Waimakariri Public Arts Trust will discuss and assess the submissions and shortlist the concepts to the three that they consider to be the most suitable in achieving the objectives. Unsuccessful candidates will be notified at this time.

Stage 3 - Rangiora-Ashley Community Board Approval

The three shortlisted designs will be presented in a report to the Rangiora-Ashley Community Board (RACB). At this meeting RACB members will choose and endorse a concept and the three artists will be notified of the outcome shortly thereafter.

Stage 4 - Full Art Brief development

Upon approval, Council staff will work with the artist to fully develop the artistic brief which will be incorporated into a Public Arts Commission and Installation Agreement. This will include expected project timelines and payment schedule.

Stage 5 – Fabrication

Once the detailed design is approved, the artist will proceed with fabrication of the sculpture in accordance with the agreed specifications and timeline.

Progress updates may be requested at key milestones.

Stage 6 – Installation

The artist will coordinate with Council on-site to install the completed sculpture, ensuring compliance with all safety and site preparation requirements.

Stage 7 – Final Acceptance

Following installation, Council will inspect and formally accept the completed work.

Final payment will be made 10 days after acceptance.

Artist's Fee

The successful artist will be paid \$30,000 (+ GST if applicable). This fee covers all aspects of this project including conceptual design, detailed design, artwork fabrication and all installation costs.

This will be split into progress payments as follows:

- Signing of agreement - \$2,500
- Detailed design - \$2,500
- Beginning of fabrication - \$10,000
- Installation - \$10,000
- Acceptance of works (10 days after installation) - \$5,000

Project Partners

This is a project of the Waimakariri District Council's Rangiora Ashley Community Board and is being delivered with support from the Waimakariri Public Arts Trust.

Design concepts must be submitted to:

Aria Huang, Waimakariri District Council

Email: Aria.Huang@wmk.govt.nz

All design concepts must be received before the application close off date of Friday, 27 February 2026.

Please provide a phone number that you can be reached on when you submit your concept.

4. Timeline

Activity	Date Due
Issue EOI brief to artists	19 January 2026
Deadline for concepts	27 February 2026
WPAT evaluations concluded	6 March 2026
Report taken to RACB meeting – concept choice made	15 April 2026
Applicants contacted	Prior to 20 April 2026

This timeline may be subject to minor changes once Community Board meeting dates have been confirmed.

5. Submission Requirements and Conditions

Communication

All communications relating to this project brief seeking clarification or additional information should be directed to:

Project Manager – Aria Huang

Email: Aria.Huang@wmk.govt.nz

Or

Waimakariri District Council – phone: 0800 965 468

General Conditions

The Waimakariri District Council with the support of the Waimakariri Public Arts Trust reserves the right to:

- Reject all or any concepts if they don't meet the project objectives,
- Request and obtain information from artists as required.
- Discuss a concept with the artist at any time before or after the selection of the preferred applicants and upon any terms and conditions.
- Amend the closing deadline date or any other date in the process.
- Amend, suspend or cancel this Project Brief or any associated documents in its entirety,
- Re issue the Project Brief to receive more concepts if there are not enough submissions or enough that meet the project objectives.

The Waimakariri District Council will not be bound to give reasons for decisions made because of the Project Brief, or as an outcome of the evaluation, but may do so where it considers this appropriate.

Error and Omissions

If the Waimakariri District Council discover errors and/or omissions in your response, Waimakariri District Council staff will attempt to notify you as soon as practicable and will require you to either confirm or as the situation requires, withdraw your concept. The Waimakariri District Council accepts no responsibility for any errors or inaccurate descriptions in this Project Brief, or any associated application documents.

No Warranties or Representations

The Waimakariri District Council makes no representations and give no warranties as to the information provided in this Project Brief.

Ownership of Response Documents

The concepts submitted to the Waimakariri District Council in response to this Project Brief shall be retained by the Council. Concepts will not be returned to the parties at the end of the project process.

Information Complete and Accurate

By submitting your Concept, you warrant that all information provided by you to the Waimakariri District Council in relation to your Concept is complete and accurate in all material respects and will not breach any third-party intellectual property rights.

Notification of submission Outcome

Council project staff will notify by phone or email the applicants that have been short listed to Stage Three. No legal relationship is created between the parties. Council project staff will notify all unsuccessful applicants by email within one week of the RACB meeting to let the know if their concepts have been successful.

Elimination

The Waimakariri District Council may eliminate any party from this process if that party:

- Has materially breached a term or condition of the process in this design brief.
- Has submitted a Concept that considers a material error, omission or inaccuracy.
- Has not submitted all listed requirements for the concept submission.

Confidentiality

To the extent that it is legally able to, the Waimakariri District Council will use best endeavours to keep Stage One and StageTwo, confidential and not disclose confidential information to third parties without the applicant's consent. However, it is likely that notification of those artists selected to Stage Three will be made public via a staff report to the Rangiora-Ashley Community Board and Councillors.

It is acknowledged by applicants that the Waimakariri District Council is subject to legislation including (but not limited to) the Local Government Official Information and Meetings Act 1987 and accordingly information provided by the applicants may be required to be disclosed under such legislation.

The Waimakariri District Council will not be in breach of its obligations if it is required to disclose confidential information to an appropriate authority because of relevant legislative processes.

Disclaimer

The Waimakariri District Council will not be liable in any other way whatsoever for any direct or indirect damage, loss or cost incurred by any applicant or any other person in respect of or in relation to this process.

6. Complaints Process

The Waimakariri District Council is committed to ensuring the process is impartial and without prejudice.

If you wish to raise any concerns related to the listed processes, please contact us to register your feedback.

Waimakariri District Council Arts Facilitator

Mel Foster

Email: Mel.Foster@wmk.govt.nz

Phone: 0800 965 468 (0800WMKGOV)

Appendix A

ABOUT SIR HOWARD KIPPENBERGER

See full details of Kippenberger's life at Appendix B, sourced from the Dictionary of New Zealand Biography, Te Ara.

Military background

Kippenberger fought with distinction, leading men in Greece, Crete, North Africa, Italy before losing both feet on a landmine in Cassino. Following the war, he continued to serve, being appointed chief of the War History Branch of the Department of Internal Affairs.

Kip was genuinely loved and respected by the 28th Battalion and was in later years quoted as saying *"Nothing in my life has given me greater pride than to have been brigadier of the Maori Battalion in six important battles and about 12 lesser ones"*.

On Anzac Day 1983, a brass plaque in honour of Kippenberger was unveiled in the Christchurch Cathedral. Dedicated by returned service men and women of Canterbury, it commemorates a great man and inspiring military leader who became a symbol of New Zealand achievement, as well as acknowledging the pain and cost of New Zealand's war involvement.

Other interests

Kippenberger served on the Rangiora Borough Council from 1927 – 1936, during which time he chaired the Finance Committee until 1931. Kippenberger was a barrister and managed the Rangiora office of the Christchurch law firm Johnston, Mills and White.

He had a passion for golf and was a founding member of the Rangiora Golf Club and Captain of the Rangiora A Grade cricket team.

Sources:

Glyn Harper. 'Kippenberger, Howard Karl', Dictionary of New Zealand Biography, first published in 2000. Te Ara - the Encyclopedia of New Zealand).

<https://28maoribattalion.org.nz/photo/treasured-gesture-kip-28th>)



Figure 2 - Major-General Kippenberger in 1946

Credit: National Library of New Zealand, Wellington



Figure 3 - Sir Howard Kippenberger, 1952

Credit: National Library of New Zealand, Wellington



Figure 4 - Battalion C.O. Lt. Col. Peta Awatere (28th (Maori Battalion) presenting a carved walking stick (tokotoko) carved by Rua Kaika to Kippenberger after his partial recovery and return to North Italy in 1945.

Credit: Kippenberger Library photo. Denis Clough archive

APPENDIX B

by Glyn Harper

Howard Karl Kippenberger was born at Ladbroke, south of Christchurch, on 28 January 1897. He was the eldest child of Karl Kippenberger, a head teacher and Methodist local preacher, and his wife, Annie Elizabeth Howard. His great-grandparents had emigrated from Germany in 1862.

Howard attended school at Ladbroke and later at Prebbleton. When the family moved to Oxford to take up farming, he went to board in Christchurch in order to attend Christchurch Boys' High School. His secondary schooling was not a great success, and he was invited to leave for lack of attendance and general poor performance.

Kippenberger enlisted in the New Zealand army in January 1916, advancing his age by 18 months to ensure he would serve overseas. Joining the New Zealand Division just as it was committed to the third phase of the battle of the Somme on 15 September 1916, he survived this nightmare of trench warfare, experiencing constant artillery barrages and taking part in two frontal attacks. During his 23 days in the front line all of Kippenberger's close friends in the Canterbury Battalion were killed or wounded.

After the division was withdrawn from the Somme, Kippenberger was made a battalion sniper. On 10 November 1916 he was wounded in the arm by shrapnel from a New Zealand artillery shell that had dropped short of its mark. The wound was serious, and his arm was temporarily paralysed with some doubt as to whether he would ever regain full use of it. He was hospitalised in England for two months. On 18 December 1916 the medical authorities recommended that he be returned to New Zealand as unfit for war service for 12 months. He was discharged from the army in April 1917.

Kippenberger then turned to the law for a career. He enrolled at Canterbury College, and by 1920 had qualified to practise as a solicitor. He moved to Rangiora to manage an office of the Christchurch law firm of Johnston, Mills and White. Four years later he was made a partner. He qualified as a barrister in 1926. On 28 September 1922 Kippenberger married Ruth Isabel Flynn at Lyttelton; they were to have two sons and a daughter.

Kippenberger kept busy in Rangiora. From 1927 to 1936 he served on the borough council, chairing the finance committee in 1931. He pursued his passion for cricket as a slow bowler, and captained the Rangiora A grade side.

A keen golfer who played off a handicap⁶¹ of eight, he was a founding member and later president of the Rangiora Golf Club.

What marked Kippenberger out from the ordinary during these years was his preparation for potential military command. This involved an intensive study of past campaigns in order to master the theory of warfare, and then military training to convert this theory into practice. He joined the Territorial Force in 1924, and on 14 July 1936 was made a lieutenant colonel and given command of the 1st Battalion of the Canterbury Regiment. In September 1939, when war was declared on Germany, Kippenberger was given command of the 20th Canterbury–Otago Battalion, and in January 1940 he again sailed for war.

Like all the units of the division, 20th Battalion had to be built up from scratch and first saw action in the ill-fated Greek campaign of March–April 1941. Most units spent many days preparing fortified positions only to evacuate them without firing a shot. The division was involved in several rearguard actions, yet for most the campaign resembled one long withdrawal – the hardest and most tiring of all the phases of war. Kippenberger commanded his battalion well and did not lose control of it during the difficult stages of the withdrawal. He also oversaw the demolition of two strategic passes, which he carried out with great coolness and determination.

The withdrawal from Greece was followed by the battle for Crete. In a campaign that highlighted the command failings of the New Zealand Division, Kippenberger was one of the few senior New Zealand officers to emerge with his reputation enhanced. His performance while leading the composite 10th Brigade earned him a DSO and marked him out as a cool and decisive battlefield commander. Throughout the campaign Kippenberger was well forward with the action. His quick thinking and command abilities prevented a rout of panicking New Zealand troops, while the counterattack on Galatos, which he organised, was a stunning success; unfortunately, it brought only a temporary respite. During the difficult withdrawal to Sphakia, and while suffering from a sprained ankle, Kippenberger kept an iron grip on 20th Battalion when many other units disintegrated.

Kippenberger's next action, his first in North Africa, was in November 1941. Operation Crusader was a mixed success. During the fighting he commanded seven successful actions in four days and was promoted to temporary brigadier after the battle. He enhanced his own reputation during the campaign and was mentioned in dispatches. But he also made several serious mistakes, which led to his wounding and capture (he and 19 others subsequently made a daring escape). Most painful of all, his mistakes contributed to his beloved 20th Battalion being virtually annihilated on Belhamed.

Kippenberger's appointment as brigadier was made permanent in May 1942. He developed his full potential as a military leader while commanding 5th

New Zealand Infantry Brigade in the desert campaigns of 1942 and 1943, and earned a bar to his DSO in February 1942. He began rather shakily with successive disasters at Minqâr Qaim, Ruweisat Ridge and El Mreir. But from August 1942 success followed success: Alam Halfa, El Alamein (where Kippenberger's brigade was one of only two in the Eighth Army to take all its objectives), Medenine (the most successful defensive battle in North Africa), and the left hooks of El Agheila, Tripoli and Tebaga Gap. However, at the end of the campaigns in North Africa, a worn-out Kippenberger committed his greatest tactical blunder of the war. At Takrouna he marched his brigade into a lethal killing ground and the resultant heavy casualties reduced him to tears.

Kippenberger's abilities confirmed him as the most obvious successor to Bernard Freyberg as commander of the New Zealand Division, which he had led in North Africa for short periods during Freyberg's absence. In Italy, Freyberg was elevated to a temporary corps command and Kippenberger was appointed to command the division. Unfortunately for him, his first battle was at Cassino, the strongest part of the Germans' defensive line. Kippenberger's first attempt to take Cassino was very narrowly defeated, and while planning a second attack he was seriously wounded on 2 March 1944 when he stepped on an anti-personnel mine while descending Mt Trocchio and lost both his feet.

Kippenberger was hospitalised in England and fitted with artificial feet. He received the rank of major general, and in September 1944 was appointed to command the unit responsible for the smooth relocation of prisoners of war to New Zealand. The appointment was made at the specific request of the New Zealand War Cabinet. He held this post until 1946. It was an administrative task in which he was largely a figurehead and signing authority, the demanding paperwork being carried out by a dedicated staff who came to revere their new commanding officer. Kippenberger insisted on personally seeing off each departing draft of ex-POWs and speaking to every man in it.

On his return to New Zealand in 1946 Kippenberger was appointed editor in chief of the War History Branch of the Department of Internal Affairs. It proved an inspired choice. John Pascoe, the illustrations editor of the project, believed that Kippenberger was 'the only man in this country who combined all the qualities of soldier, scholar and administrator necessary for editing an ambitious series of war histories'. He led a team of writers, editors and researchers, and the high quality of the 23 volumes produced under his editorship owes much to the vision and leadership ability of the project's founding editor. Kippenberger held it together for its first difficult decade, during which there was a threat of its being disestablished and attempts to block the publication of three of the volumes. He firmly but tactfully turned such threats aside.

In 1949 Kippenberger's own account of the war, *Infantry Brigadier*, was published to wide acclaim. The book is a detailed and well-written account of his part in the Second World War, and shows much of its author's modesty,

reflectiveness, soundness of judgement, humane concern for his men, and dry sense of humour. It has been translated into seven languages, and is still used as a textbook of infantry tactics.

In 1948 Kippenberger was elected president of the New Zealand Returned Services' Association, a position he held for the next seven years. He was also on the boards of the New Zealand Patriotic Fund, and the National Art Gallery and Dominion Museum, and was a member of the Canteen Fund Board, as well as being regimental colonel of the Canterbury Regiment. He remained a prominent public figure until the end of his life, although he was so quietly spoken as to be somewhat ineffective as a platform orator. Many honours and awards were given to Kippenberger in recognition of his war service. In 1944 he was made a CBE, and in 1945 he was appointed a CB and made an officer of the US Legion of Merit. He was knighted in 1948, and received an honorary LLD from the University of New Zealand in 1955.

Kippenberger was involved in controversy over his stand against the 1949 rugby tour of South Africa because of the exclusion of Maori players. After he publicly expressed his views in the Christchurch Press, there was a storm of protest from a rugby-mad New Zealand. While Kippenberger received many letters of support for his statements (including some from South Africa), the tone of the letters of condemnation was extremely hostile and aggressive. For Kippenberger, the issues involved in this dispute were very clear. If Maori were good enough to represent New Zealand on the battlefields of the world, this representation should not be compromised on South Africa's rugby fields. It was a battle he lost. As he wrote to a friend, 'I say it with some bitterness, Rugby is King and the dead are only bones'.

Kippenberger's natural tolerance was strained as the Cold War gave more prominence to the issue of domestic communism. He gave representatives of the Communist Party of New Zealand leave to speak before the RSA's national convention in 1950, but during the Korean War he publicly lambasted communists as 'rogues or dupes or traitors either potential or intended'.

In the post-war years, Kippenberger's health was not good and he suffered from frequent headaches and blackouts. On 4 May 1957, while preparing for his wife's release from hospital, where she had been seriously ill, Kippenberger collapsed and went into a coma. He died the following day in Wellington Hospital of a cerebral haemorrhage. Ruth Kippenberger died in 1967.

Howard Kippenberger was New Zealand's most popular military commander, and perhaps its most talented. He was of average height and rather slight in build and gave the impression of being wiry. Charles Upham said he had 'a keen, alert look about him', while another soldier said that he had 'steely eyes' that 'bloody near looked into your soul'. No other New Zealand commander inspired such loyalty and devotion from those who served with him. In

September 1943 Driver A. O. Eyles composed a military march he named 'Kippenberger'. On Anzac Day 1983, in Christchurch cathedral, a brass plaque in honour of Kippenberger was unveiled and dedicated by returned servicemen and women of the Canterbury province: '“Kip” was the most respected man in the New Zealand Army ... He had a phenomenal memory for names and faces, he was no man to insist on rank, and his very manner of speech seemed to the Kiwis to be absolutely right'.

During the war years, and even more so after them, Kippenberger became a symbol of New Zealand achievement. He symbolised for many, too, the pain and the cost of New Zealand's participation in the war. His military library was purchased from his estate by the New Zealand Army in 1957. It is now housed in the Kippenberger Military Archive and Research Library, Queen Elizabeth II Army Memorial Museum, in Waiouru.

Links and sources

Bibliography

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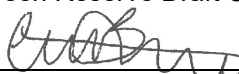
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WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / TRIM. 251104209006**REPORT TO:** RANGIORA - ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 December 2025**AUTHOR(S):** Julie Mason, Landscape Architect**SUBJECT:** Elm Green Reserve Draft Concept Plan for consultation**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
PP Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval from the Rangiora – Ashley Community Board for staff to consult with the community and residents within approximately 500m radius of Elm Green Reserve on the Draft Concept Plan.
- 1.2. The creation of a play space in this location is required to meet the level of service requirements for the residents currently living in East Rangiora, south of Kippenberger Ave. Elm Green Reserve is located between two subdivisions and is central to the area where level of service provision is not currently being met.
- 1.3. Greenspace staff have developed a Draft Concept Plan of what and how the space could look and function which includes elements of natural and traditional play features for a range of abilities and ages. A focus has also been made to create a space with features that differ from other play spaces in the neighbouring areas.
- 1.4. Following consultation, staff will make any amendments to the Draft Concept Plan and bring a revised plan back to the board for approval in early 2026. Detailed design is programmed for early 2026 and construction planned to start in Spring 2026.
- 1.5. This project is a growth project funded through developer reserve development contributions. A budget of \$400,000.00 has been allocated from the Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development
- 1.6. Staff estimate the costs to implement the proposed Draft Concept Plan to be approximately \$380,000 which includes a 15% project contingency.

Attachments:

- i. Elm Green Reserve Draft Concept Plan (TRIM: 250901162893)
- ii. Elm Green Reserve Draft Concept Plan Play Elements (TRIM: 251111214593)

2. **RECOMMENDATION**

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251104209006.
- (b) **Approves** Greenspace Staff undertaking community engagement on the Elm Green Reserve Draft Concept Plan (Trim: 250901162893).
- (c) **Notes** that there is budget of \$400,000 within the 2025/26 Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development (PJ 102758.000.5225).
- (d) **Notes** Staff estimate the costs to implement the proposed Draft Concept Plan to be approximately \$380,000 to implement the play space which includes a 15% project contingency.
- (e) **Notes** that once consultation has been completed, staff will collate the feedback and make any necessary changes before bringing the revised plan back to the Board for final approval to implement. It is anticipated that this would enable construction in Spring 2026.

3. **BACKGROUND**

- 3.1. Elm Green Reserve is located in East Rangiora between MacPhail Avenue and Goodwin Street, (refer below image of Elm Green Reserve). The creation of a play space in this location is required to meet the level of service for the Highgate and Elm Green subdivision developments with the reserve located between the two subdivisions.

3.2.

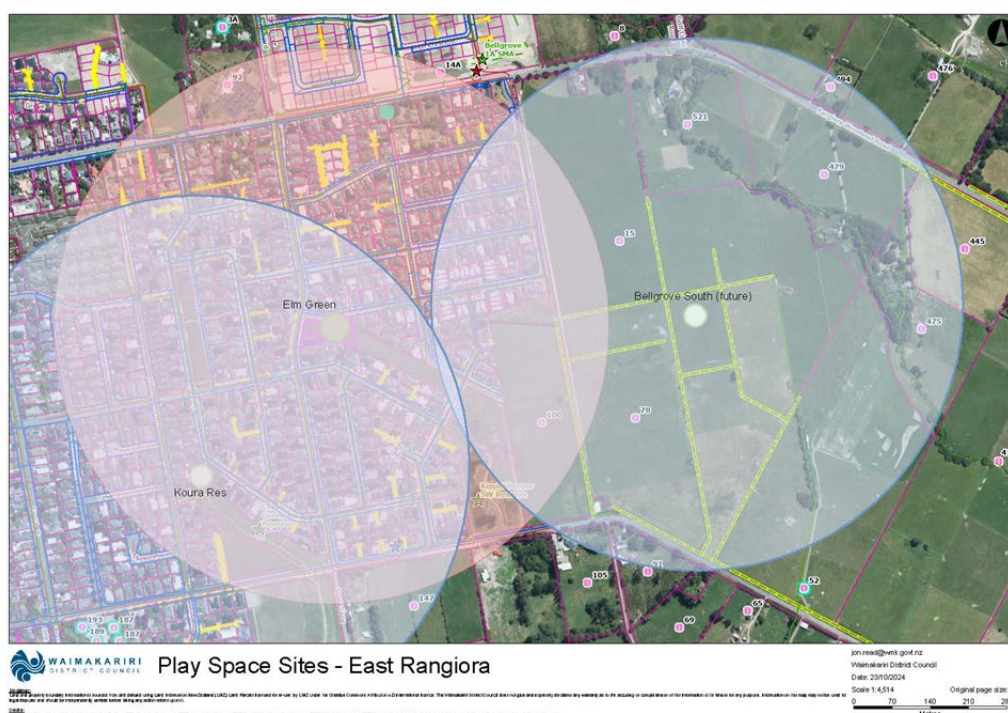


- 3.3. This project is a growth project where the budget of \$400,000 will come from the Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development (PJ 102758.000.5225).
- 3.4. Elm Green Reserve has been identified as a Local Play Space under Waimakariri District Council's Play Space Strategy and Parks Categories and Levels of Service (refer levels of service table in 3.5 below). This designation means the reserve is intended to serve residents within a 500m catchment area, providing accessible, safe recreational opportunities that meet the needs of the surrounding community. The table below shows the general level of service requirements for this reserve/play space.

Characteristic	Local Play Space
Size	Small to Medium
Catchment Area	Local neighbourhood. Within walking distance of most residential households.
Access	Primary focus on walking, cycling and other non-motorised travel. Roadside vehicle parking along one or more park boundaries.
Usage	Primarily local residents using the play space on a regular basis for short to moderate periods.
Target Groups	Priority focus on pre-school (under 5) and young primary age (5-8). A play space catering for a relatively large or high-density catchment should include elements for older children.
Play Value	All core play values for the age levels targeted. Primary play values at the highest level achievable within the scope of local level provision. (See Appendix C: <i>Play Values Checklist</i>)
Supporting Infrastructure	Open grass space, shade trees, low-maintenance landscaping and seating. Toilet facilities not normally provided unless the site attracts long-stay visits and/or significant visitor numbers from outside the local area.
Other Possible Infrastructure	Paths, shade facilities, picnic table, drinking fountain, litter bin. Supplementary recreation/play facilities compatible with park size and characteristics e.g. basketball half court

3.5. The below diagram illustrates the 500m catchments of the reserves within the area. This includes Koura Reserve in the Southwest, a proposed play space within the future Bellgrove Subdivision to the East, and Elm Green Reserve in the centre. While there is some overlap between these areas, gaps remain particularly around Elm Green where residential properties are not adequately served by existing or planned play spaces. This supports the need to develop a play space at Elm Green Reserve and is the only site available to serve the area outside of that radius.

3.6.



- 3.7. To ensure a diverse and complementary play experience across Eastern Rangiora, the design aims to support both active and passive recreation, encourage exploration and interaction, and cater to a wide range of ages and abilities. It also aims to strengthen connections between the reserve and the wider community, enhancing its role as a destination for local families and residents.
- 3.8. The responses in the Draft Concept Plan are discussed in more detail in the Issues and Options Section 4 of this report below.

4. ISSUES AND OPTIONS

- 4.1. The draft play space Concept Plan for Elm Green Reserve is designed to be inclusive and accessible, welcoming individuals of all physical, cognitive, and sensory abilities. It aims to foster a sense of belonging and engagement for all users through universal design and layout along with integration of both natural and structured play elements.
- 4.2. Given its proximity to Koura Reserve, the Elm Green Reserve play space has been designed to offer a distinct set of play experiences, carefully selected to ensure variety and avoid repetition with those available at Koura Reserve.
- 4.3. The play elements in the Elm Green Reserve Draft Concept Plan are:
- Flying fox (primary to all ages)
 - Accessible trampoline (for all ages)
 - Accessible eagles claw basket swing (primary to all ages)
 - Open grassy areas and mound with path and king of castle rock (for all ages)
 - Bike/scooter/wheelchair accessible path with road line markings (for all ages)
 - Junior lollipop swing (toddlers & preschoolers)
 - Junior play equipment springy caterpillar, springy butterfly rocker, balance board and bucket carousel (toddlers, preschoolers, primary age)
- 4.4. The play space responds to the needs of priority age groups for local reserves being preschoolers, young primary-aged children, along with elements such as the flying fox and basket swing for older children. This ensures a broad range of play opportunities that support development and interaction across different stages of childhood and abilities.
- 4.5. The low grassy mounds and open grassy areas encourage unstructured play, while the path and "king of the castle rock" spark imagination and invite playful exploration for children of all ages.
- 4.6. Elm Green Reserve also needs to include the standard Level of Service Assets that are required for every park or reserve which have been allowed for in the cost estimate and plan:
- Picnic table
 - Park signage
 - Litter Bin
 - Bench Seat/s
 - Bollards on the boundary
 - Trees for natural shade
- 4.7. Toilets and a drinking fountain have not been included in the Draft Concept Plan based on the location, size and budget for the reserve. As the park is a neighbourhood reserve with a local catchment it is deemed people frequenting the park are local and within walking distance to their homes and own facilities, so a toilet is not required to meet level of service.

- 4.8. There is a small stormwater swale proposed to be completed in December with the objective to alleviate a flooding issue which has been raised to WDC through service requests. A small budget has been allowed for in the cost estimate and the Greenspace Landscape Architect will work with the biodiversity team to see if funds from one of their transitional budgets could be utilised for further planting to create interest and soften the overall form of the swale.
- 4.9. The Board have the following options available to consider:
- 4.10. **Option 1:** Approve Staff undertaking consultation with the surrounding Community within approximately a 500m radius of the site on the Elm Green Reserve Draft Concept Plan.
- 4.11. This is the recommended option as staff need to understand if the Draft Concept Plan meets the needs of the users and if there is anything else they would like to see in the space or any issues that need to be addressed.
- 4.12. **Option 2:** Request amendments to the Draft Concept Plan and staff consult on an amended plan.
- 4.13. Should the Board recommend amendments to the plan, depending on the nature of these changes these could be incorporated before community consultation, but further consideration would need to be given regarding impacts on the outcomes and also on budgets etc. This is not the recommended option as staff are confident that the Concept Plan meets the levels of service and can be achieved on budget. This is a draft concept and is likely to change following community consultation feedback so any changes to the plan can be made following consultation. At this stage, we would only recommend incorporating amendments from the Board if a matter is identified that is central to the plan and, if left unaddressed, could lead to elevated public expectations that are unlikely to be met.
- 4.14. **Option 3:** Not approve staff consulting on the Draft Concept Plan with the local community.
- 4.15. This is not a recommended option as a play space in this location is required to meet the level of service requirements for the Kippenberger and Elm Green subdivision developments in East Rangiora and there is sufficient budget to achieve such. As noted above staff are confident that the Draft Concept Plan meets the levels of service and can be achieved on budget. Providing the community with an opportunity to give feedback and be involved in the design of their local reserve helps ensure the space reflects local values, needs, and aspirations, fostering a sense of ownership and long-term stewardship.
- 4.16. **Implications for Community Wellbeing**
- There are implications on community wellbeing by the issues and options that are the subject matter of this report. Elm Green Reserve is a neighbourhood reserve and levels of service to meet the requirements as discussed in the above section of this report. 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. The development of this space also allows a functional, inviting and safe space for parents and caregivers to utilise at the same time
- 4.17. The Management Team has reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

- 5.1.1. Te **Ngāi** Tūāhuriri hapu are not likely to be affected but may have an interest in the subject matter of this report.
- 5.1.2. As per our standard procedure, a project brief and plan has been provided to the Rununga through Whitiara as part of the consultation process. This will highlight if the Rununga would like to be involved in the project and if so, at what stages they are most interested. Any feedback provided by the Rununga will then be incorporated into the plan prior to returning to the Board for approval of a final concept.

5.2. **Groups and Organisations**

- 5.2.1. There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.
- 5.2.2. The Waimakariri Accessibility Group have been consulted to ensure the Draft Concept Plan aligns with best practices in accessibility and to seek their feedback and ideas. Staff attended their meeting and talked through the plan and any feedback they had. This led to some valuable insights and adaptations to the plan to improve accessibility. With the understanding that further feedback from the community could still be incorporated following consultation, the group were in support of the plan progressing to community consultation.

5.3. **Wider Community**

- 5.3.1. The wider community is likely to be affected by, or to have an interest in the subject matter of this report. This report seeks approval to consult with the surrounding community on this plan to see what they would like to see in this space.
- 5.3.2. Consultation will include using Council's online consultation platform. 'Let's Talk' flyers will be delivered to residents within approximately a 500m radius of the site and information will be included on the Council website and social media platforms. A drop-in session is also planned where staff will be available for residents to ask questions and discuss their concerns and preferences for the space.
- 5.3.3. Staff will use this feedback and make amendments to the plan where practical to suit the needs of the community and will report back to the Board with a revised plan and report for approval.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

- 6.1.1. There are financial implications of the decisions sought by this report. This budget is included in the Annual Plan/Long Term Plan.
- 6.1.2. This project is a growth project funded through developer reserve development contributions. A budget of where the budget of \$400,000.00 has been allocated will come from the Land Development - Neighbourhood budget for Kippenberger / Elm Green Linkage Playground Development (PJ 102758.000.5225).
- 6.1.3. This budget is allocated within this 2025/26 financial year.
- 6.1.4. Staff estimate the costs to implement the proposed Draft Concept Plan to be \$380,000.00 to implement which includes a 15% project contingency. The ongoing operation costs is factored into the end-to-end planning of this asset and is covered by operational budgets within the LTP.

6.2. Sustainability and Climate Change Impacts

- 6.2.1. The recommendations in this report have some sustainability or climate change impacts. As playground equipment needs to meet particular standards in New Zealand and is expected to last for a long time it is generally brought new and manufactured using strong and durable materials. This means that they should last longer than cheaper lower quality products which reduces both material and energy use in the long run. Where possible, New Zealand manufacturers are used, however in some cases the components or some features are only available on the international market which does have an impact on the energy used to create it.
- 6.2.2. Canterbury suppliers are used for the bark soft fall, and it is made from chipping up old broken pallets and unusable timber. While the top surface of the wet pour rubber matting is virgin rubber imported from other countries, the thicker springy layer is recycled car tyres shredded and reused which reduces waste.
- 6.2.3. This design includes the provision of 12 specimen trees. There are currently 7 trees on site and where required an allowance for these to be relocated has been made in the cost estimate. Trees are great for providing shade which reduces the need for energy and material to be used creating shade structures. They also provide a habitat for other animals, insects and birds while removing harmful toxins from the atmosphere.

6.3. Risk Management

- 6.3.1. There are risks arising from the adoption/implementation of the recommendations in this report.
- 6.3.2. There is a risk if the Board chooses not to approve the recommended consultation. Not involving the community in the design process risks creating a reserve that does not reflect local needs or values, potentially leading to low engagement, dissatisfaction, and future resistance to the project.
- 6.3.3. There is a risk that consultation feedback may show the public are not supportive of aspects of the Draft Concept plan. Staff will take this into account and adapt the plan where practical to suit the results of the feedback received and will provide a summary of all feedback to the Board along with a revised plan for consideration should this be the case.
- 6.3.4. It is important to note that activities included within the Draft Concept Plan are examples of activities that could normally be expected to be found within a neighbourhood reserve. Therefore, the associated noise or other impacts, while managed as much as possible through design, should not prevent these activities being provided in these areas as residents close to neighbourhood reserves should have a general expectation of these activities occurring – even if not currently provided.
- 6.3.5. Residents living adjacent to the reserve may have concerns regarding potential privacy impacts from the proposed mounds. To address these concerns, the staff will ensure all mounds are constructed with a maximum height of 1.5 metres, minimizing any sense of overlooking. In addition, trees have been strategically positioned to provide natural screening, enhancing privacy for surrounding properties while maintaining the visual and ecological integrity of the reserve.
- 6.3.6. Should major concerns be raised, staff will look to work with the respondents and adjacent residents to find a resolution before bringing the revised design back to the Board and if need be, will keep the Board informed throughout this process.

6.3.7. There is financial risk that the Draft Concept Plan is not implemented within budget. Staff have carried out a cost estimate and due to the size of the project have included a 15% project contingency within this budget to minimise risk of not meeting budget. This budget will be reviewed with any changes to the plan resulting from feedback being incorporated prior to coming back to the Board for approval.

6.4. **Health and Safety**

6.4.1. There are no direct health and safety risks arising from the adoption/implementation of the recommendations in this report as at this point staff are only seeking approval to consult with the wider community and stakeholders.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- Reserves Act 1977
- Neighbourhood Reserves Management Plan 2015
- New Zealand Standards 5828.2015: Playground equipment and surfacing

7.3. **Consistency with Community Outcomes**

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

7.3.2. Public spaces and facilities are plentiful, accessible and high quality

- 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 meets the changing needs of our community.

7.3.3. There is a strong sense of community within our District

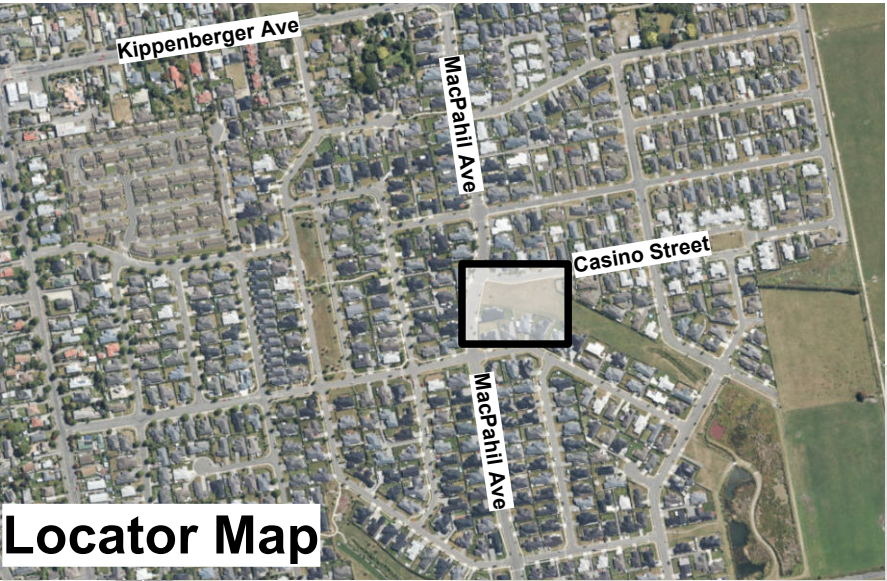
- There are wide-ranging opportunities for people of different ages, abilities and cultures to participate in community life and recreational activities.

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

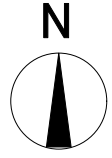
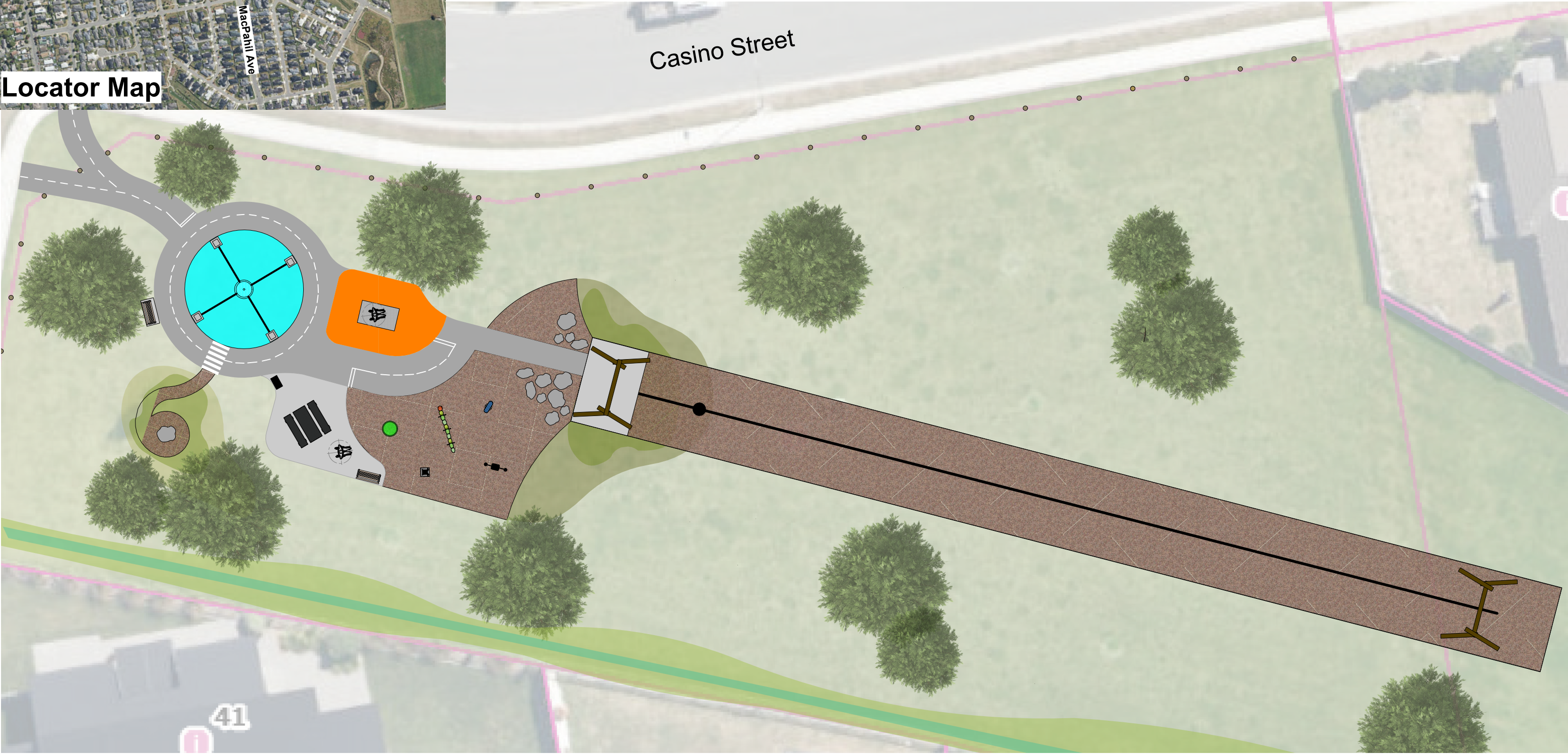
- The Council makes information about its plans and activities readily available
- The Council takes account of the views across the community including mana whenua

7.4. **Authorising Delegations**

7.4.1. The Rangiora - Ashley Community Board have the delegation to approve staff undertaking consultation on the Elm Green Reserve Concept Plan.



Locator Map



ISSUE	DRAWN BY	CHECKED	DATE

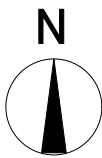
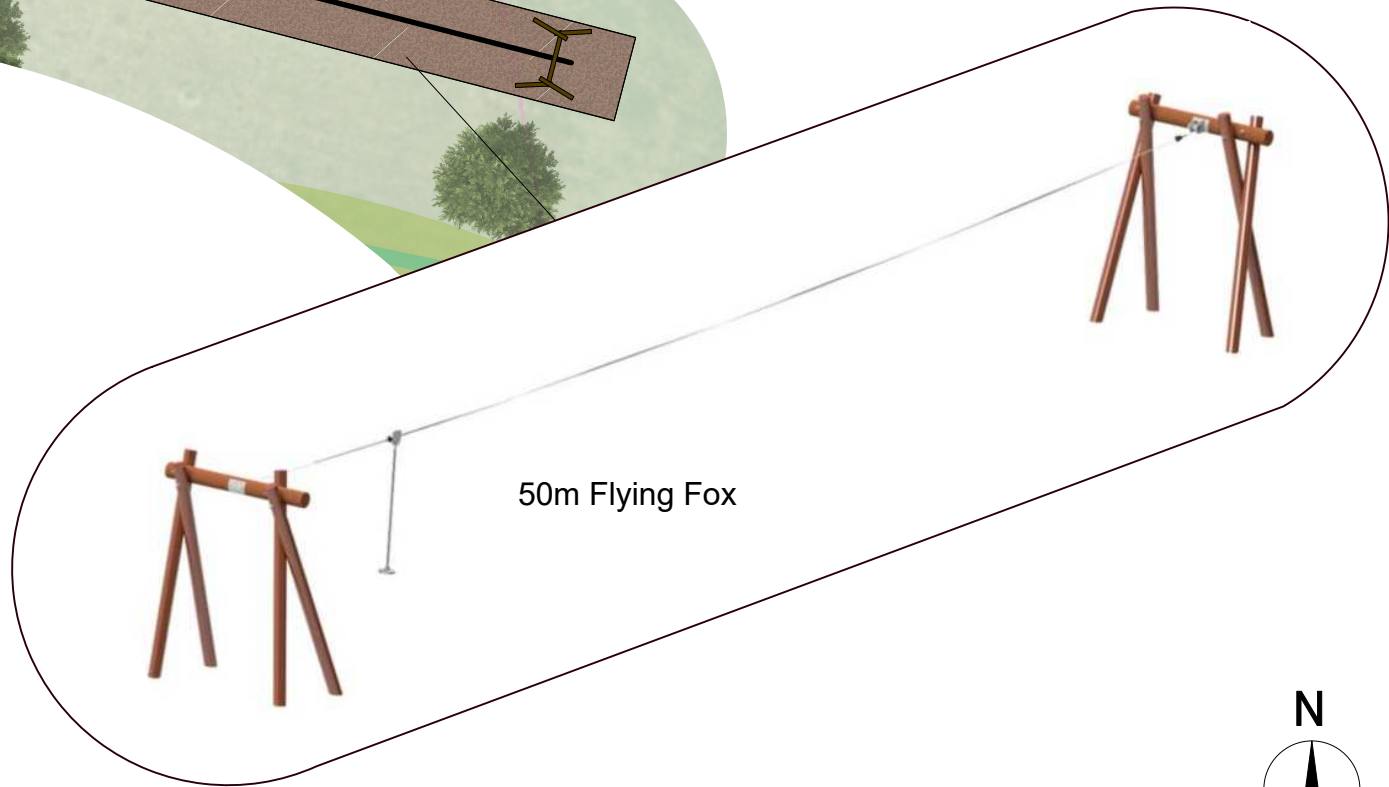
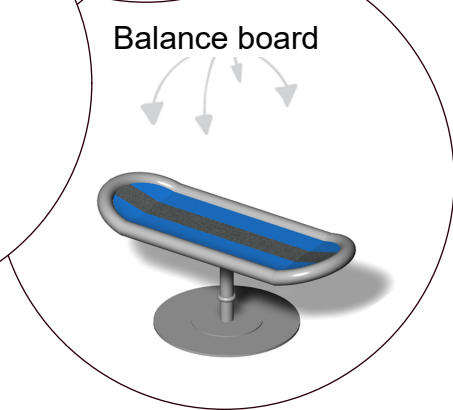
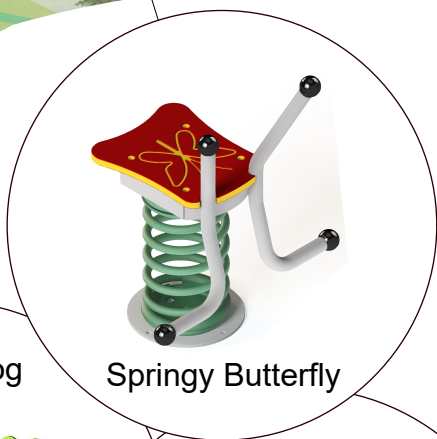
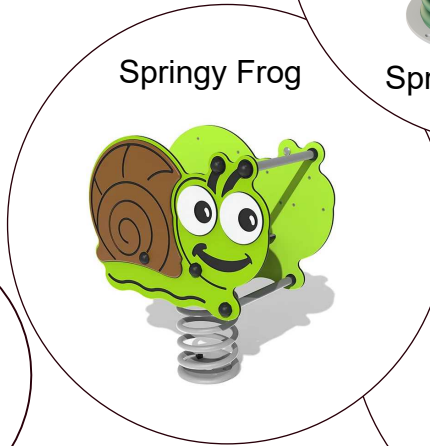
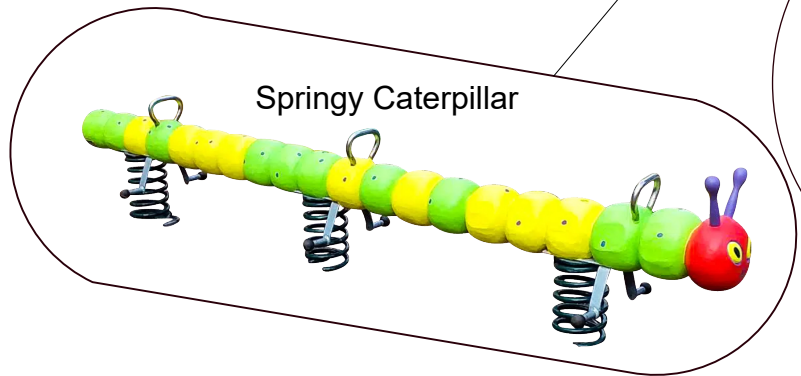
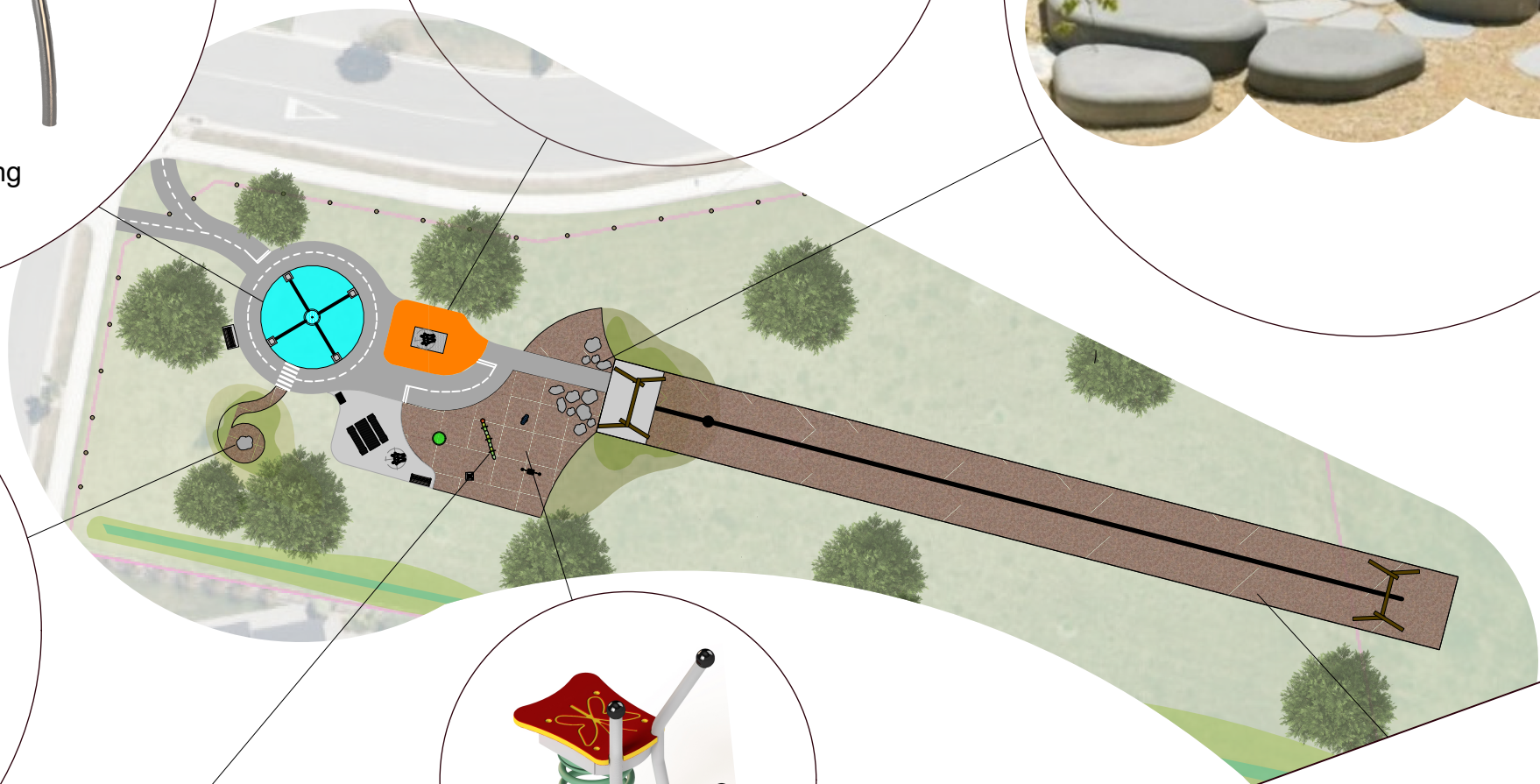
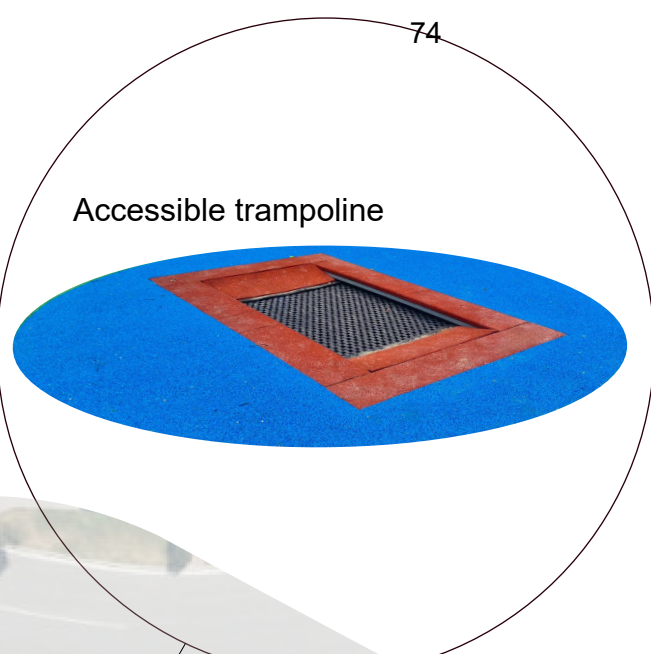
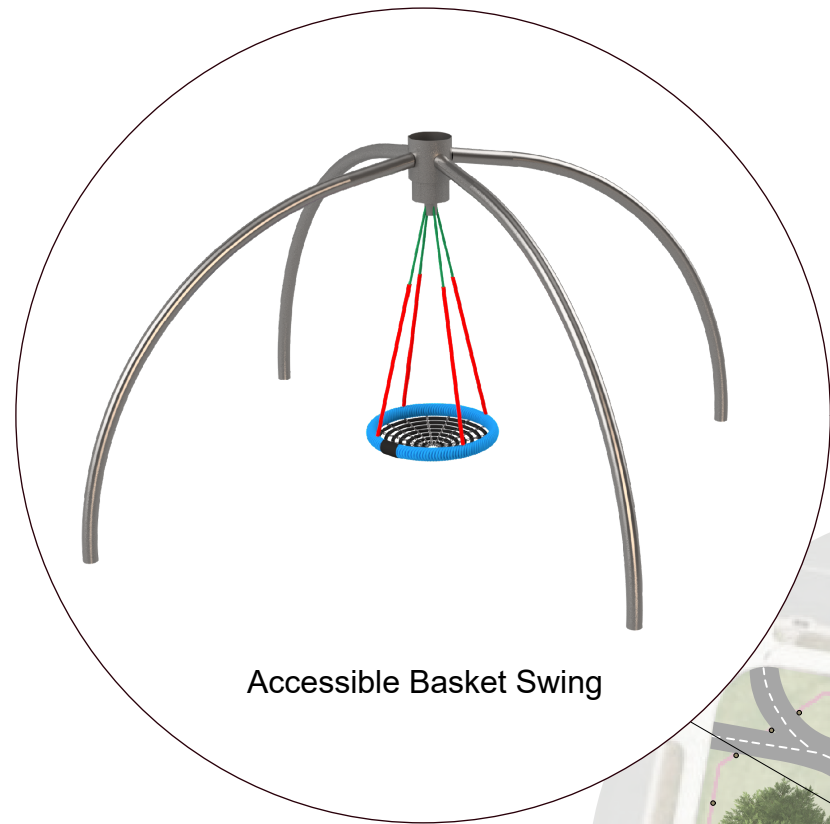
PROJECT TITLE

Elm Green Reserve Draft Concept Plan

SHEET TITLE

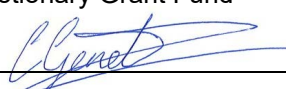
Playspace/Landscape Design

TRIM No.	251111214593
SHEET No.	Sht-1
SCALE	1:250
ISSUE.	



ISSUE	DRAWN BY	CHECKED	DATE

TRIM No.	251111214593
SHEET No.	Sht-2
SCALE	1:250
ISSUE.	

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 251124223197**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 December 2025**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Applications to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 pp Chief Executive
1. SUMMARY

1.1 The purpose of this report is to consider the following application:

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
McCullough Guards Leisure Marching Team	Towards the cost of venue hire	\$5,000	This application does not meet the following Board Criteria: <ul style="list-style-type: none"> The applicant is not from the Rangiora-Ashley Ward; however, the event will be hosted in Rangiora. It is not clear from the financial information provided by the applicant that they will be able to deliver the project.
Total:		\$5,000	

Attachments:

- Application form from McCullough Guards Leisure Marching Team (Trim Ref: 251124222674).
- A spreadsheet shows the grants for the previous two years.
- The Board Discretionary Grant Funding Criteria for the 2025/26 financial year (Trim Ref: 210603089776).

2. RECOMMENDATION**THAT** the Rangiora-Ashley Community Board:

- Receives** Report No. 251124223197.
- Approves** a grant of \$..... to the McCullough Guards Leisure Marching Team towards the cost of hiring MainPower Stadium to host the National Leisure Marching Competition in March 2026.

OR

- Declines** a grant to the McCullough Guards Leisure Marching Team.

3. **BACKGROUND**

- 3.1 The **McCullough Guards Leisure Marching Team** are seeking funding to hire MainPower Stadium to host the National Leisure Marching Competition in March 2026.
- 3.2 This application does not meet the following Board Discretionary Grant Funding Criteria:
 - (a) The applicant is not from the Rangiora-Ashley Ward; however, the event will be hosted in Rangiora.
 - (b) It is not clear from the financial information provided by the applicant that they will be able to deliver the project.
- 3.3 The current balance of the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant fund is \$9,747.

4. **ISSUES AND OPTIONS**

Empire Marching Team (the Team)

4.1 Information provided by the Team:

- 4.1.1 The Team was founded in 1999 as the Christchurch City Roulettes under the guidance of Coach Fay. In 2012, the Team transitioned to become the McCullough Guards, adopting new uniforms and proudly representing Canterbury. The Team is passionate about promoting leisure marching, a fun fitness and friendship-focused social sport that continues to grow in popularity across New Zealand, with more than 80 registered teams currently active nationwide.
- 4.1.2 The Team has secured MainPower Stadium as the venue for the 2026 National Leisure Marching Competition. However, they require assistance to cover the hiring cost. Leisure Marching is predominantly focused on older adults or student-aged children. Leisure marching is a sport predominantly enjoyed by women over 50, with the oldest participants in their 90s. It is estimated that 1,000 participants and their families would benefit from this event.
- 4.1.3 Benefits for participants include discipline, exercise, teamwork and a strong sense of belonging. Taking part in competitions enables marchers to celebrate their hard work, strengthen friendships and provide pride in their teams and communities.
- 4.1.4 Additionally, hosting the national event will develop the Team's event management experience, build stronger relationships with sponsors and community partners, and raise the profile of both the Team and leisure marching in general. The Waimakariri District, and Rangiora specifically, is anticipated to reap meaningful social and economic benefits from a national event being hosted in the district. Teams and supporters from across New Zealand will attend the event, thereby boosting the local economy and enhancing the district's national profile.
- 4.1.5 The Team is applying for other small grants to assist with the remainder of the venue cost, catering, advertising and other related costs. If the application is not successful, the event will still be held; however, more of the costs will need to be covered by the teams attending the competition.

4.2 Council Evaluation:

- 4.2.1 The application partly complies with the Board's Discretionary Grant Application Criteria, as it is from a community-based group; however, it is not based in the Waimakariri and the requested \$5,000 is much higher than the specified \$1,000 limit per application. The Board should only consider granting more than \$1,000 in exceptional circumstances and should provide detailed reasons for exceeding the present limit.

- 4.2.2 The venue hire cost is approximately \$15,000, with the overall event estimated to cost roughly \$36,000.
- 4.2.3 The Board's Discretionary Grant Application Criteria requires that grant funding be limited to projects primarily within the Board area or benefiting the residents of the ward. Although the 2026 National Leisure Marching Competition will be hosted in Rangiora, the McCullough Guards Leisure Marching Team (the applicant) is based in Christchurch.
- 4.2.4 The application does not specify the number of residents from the Rangiora-Ashley Ward who would benefit from the application. However, the significant economic benefit to the Ward and the wider Waimakariri District from the anticipated large number of visitors and competitors could be considered in the Board's decision-making.
- 4.2.5 The financial information provided by the applicant, required as per the Board's Discretionary Grant Application Criteria, does not demonstrate that they can deliver the project. Although a high-level budget and a bank statement were provided, no Balance Sheet or Profit and Loss Statement was provided.
- 4.2.6 This is the Team's first time applying to the Board for funding.
- 4.3 The Board may approve or decline grants as per the grant guidelines.
- 4.4 **Implications for Community Wellbeing**
There are social and cultural implications as supporting recreational initiatives encourages social interaction, reduces isolation, and improves physical activity, which in turn enhances mental and physical wellbeing.
- 4.5 The current balance of the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant fund is \$9,747. If the application is granted, the balance would be \$4,747 for the remainder of the 2025/26 financial year, which ends on 30 June 2026.
- 4.6 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

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

5.2 **Groups and Organisations**

Only other leisure marching groups 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 community 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 Council's 2025-26 Annual Plan includes a budget provision of \$14,510 for the Rangiora-Ashley Community Board to approve grants to community groups for the 2025/26 financial year (July 2025 to June 2026). A carryover of the 2024/25 financial year amounted to \$3,049; thereby bringing the 2025/26 Discretionary Grant Fund to a balance of \$17,559.

6.1.2 The current balance of the Rangiora-Ashley Board's 2025/26 Discretionary Grant Fund is \$9,474. If the application is granted, the balance would be \$4,474 for the remainder of the 2025/26 financial year.

6.1.3 The application criteria specify that grants are generally limited to \$1,000 in any financial year (July to June); however, groups can apply twice a year, provided the applications are for different projects. Where applicable, GST values are calculated and added to the appropriately registered groups if the decided benefits exceed the 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 associated with adopting and implementing the recommendations in this report.

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

79

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 2025/2026

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

What is the timeframe of the project/event date? _____

Overall cost of project/event: _____ Amount requested: _____

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

What are the direct benefit(s) to the participants? 80

What is the benefit(s) to your organisation?

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

If this application is declined, will this event/project still ⁸¹occur? Yes No

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

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

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

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

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

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

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

Signed:  _____ Date: _____

McCullough Guards

leisurenationals2026@gmail.com

2 November 2025

To Whom It May Concern**Subject: Funding Support Request – 2026 National Leisure Marching Competition**

Tēnā koutou,

I am writing on behalf of the **McCullough Guards**, a proud and active leisure marching team based in Christchurch, to request your support as we prepare to host the **2026 National Leisure Marching Competition**.

Our team was founded in 1999 as the Christchurch City Roulettes under the guidance of our coach, Fay. In 2012, we transitioned to become the McCullough Guards, adopting new uniforms and proudly representing the Canterbury colours. We are passionate about promoting leisure marching, a fun, fitness and friendship-focused social sport that continues to grow in popularity across Aotearoa, with more than 80 teams currently active nationwide.

Leisure marching is a sport enjoyed predominantly by women over the age of 50, with the oldest marcher in New Zealand now in her 90s. It is a **self-funding sport**, meaning most participants, many of whom are retired, contribute from their own pockets to remain active and connected. Each member pays a small weekly subscription to fund travel and participation. Hosting teams charge only a modest fee to cover catering and koha for official personnel, and we also run raffles during the event to assist with fundraising.

We have been extremely fortunate to secure **MainPower Stadium in Rangiora** for this national event and are thrilled to bring so many people to showcase the beautiful **Waimakariri District**. The competition will run over two days and include a social gathering on the Saturday evening, also held at the stadium.

Our largest cost is the **stadium hire**, and we are seeking support to help meet this essential expense. Assistance from the Council would ensure we can deliver a successful and inclusive national event that celebrates women's participation, physical activity, and community spirit, all while highlighting our district to visitors from across the country.

Participants will benefit through **physical activity, social connection, and enhanced wellbeing**. Leisure marching promotes **fitness, coordination, and confidence** in a safe, inclusive environment. For most marchers, as women over the age of 50, the activity provides regular exercise, structure, and a strong sense of belonging. Taking part in the National Competition allows participants to:

- Celebrate their commitment and teamwork on a national stage
- Strengthen friendships and build new social networks
- Gain pride and recognition for their sport and local teams
- Maintain physical and mental health through movement, purpose, and community engagement

For many, leisure marching is a vital part of staying active, socially connected, and mentally well — promoting **positive ageing and lifelong participation in sport**.

Hosting the 2026 National Leisure Marching Competition will also strengthen **McCullough Guards** as an organisation. It will enhance our experience in event management, strengthen relationships with councils, sponsors, and community partners, and increase visibility for both our team and the Waimakariri District within the national leisure marching community. Successfully hosting this event will leave a lasting legacy, stronger networks, greater confidence, and renewed motivation to continue promoting fitness, friendship, and fun.

This event will also bring **significant social and economic benefits** to the Rangiora–Ashley community and the wider district. It will attract teams, families, and supporters from across Aotearoa, bringing hundreds of visitors who will stay locally, dine in local cafés and restaurants, and support local shops and accommodation providers. This creates a valuable boost to the local economy and showcases the district as a welcoming destination for national events.

Beyond the economic benefits, the event will foster:

- Community pride and visibility through a well-run, inclusive event
- Positive social connections, with opportunities for locals to attend or volunteer
- Promotion of wellbeing and active ageing, aligning with Council goals for a healthy, connected, and vibrant community
- Long-term reputation benefits for Rangiora and the wider Waimakariri District as champions of grassroots sport and community engagement

Overall, the 2026 National Leisure Marching Competition will leave a lasting legacy of **economic activity, community spirit, and regional pride**.

We would be truly grateful for your consideration of this request. Please don't hesitate to contact me, as part of the funding subcommittee, should you require further information or wish to discuss this proposal. **Tracey McCullough**, our team manager and leader (contact details above), is also available for any queries.

Ngā mihi nui,

[Redacted Signature]

On behalf of McCullough Guards Leisure Marching Team

[Redacted Contact Details] [Redacted Contact Details]

mainpower STADIUM

HIRER'S AGREEMENT

NOTE: ALL BOOKINGS EXCLUDE HIRE ON PUBLIC HOLIDAYS UNLESS OTHERWISE STATED

Name of Hirer (Individual or Organisation): Leisure Marching

Postal Address: [REDACTED]

Physical Address: *As above*

Contact Person: [REDACTED]

Contact Ph: [REDACTED]

Email: [REDACTED]

Area(s) hired: Stadium Courts & Conference Room *YH*

Start Date	Start Time	Finish Time	No. Hrs	Finish Date	Total No. Days
27/03/2026	8.00am	7.30pm <i>6pm</i>	11.5	27/03/2026	1 (4 courts)
28/03/2026	7.30am	12.00pm	16.5	28/03/2026	1 (4 courts)

Notes/ Exclusions:

- ✓ Grandstand @ \$115.00
- ✓ Rubbish Collection Fee - \$300.00
- ✓ Cleaning Fee - \$500.00
- ✓ Hire of seats (400) - \$1200
- ✓ Hire of tables (36) - \$900.00
- ✓ Carpet tiling of two courts - \$6900.00
- ✓ After hours charge (to cover extended staff hours) - \$155.00

Cost incl GST: 15,726

MainPower Stadium

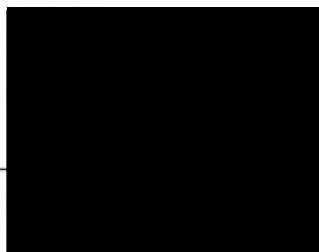
289 Coldstream Road, Rangiora. Ph: 03 975 5560 Email: mainpowerstadium@sportstrust.org.nz

Will need 120 in the conference room for the Friday only please 8-11am. Then approx 20 for the entire event

Will only use these if they match Cartwright catering tables.

By signing this agreement, I acknowledge that I have read and understood the Terms and Conditions listed.

To be signed by Hirer: _____



Date: 18/02/2025.

Terms and Conditions of Hire

1. No areas or equipment other than those agreed to by both parties will be used.
2. Any damage will be invoiced for – a surcharge of 10% will be added to the cost of damage.
3. If using outside caterers, it is the hirer's responsibility to clean up and return all belongings to them.
4. All areas are 100% smoke, vaping and drug free – inside and outside the building including car parking areas.
5. The booking time includes set-up and pack-down time. We cannot grant access earlier. Please be considerate of other users.
6. The hirer should be aware of the nature of the timber floor surface of the stadium and note that all activities should be planned to ensure the protection of the surface. **ONLY soft-soled and non-marking shoes** are permitted to be worn on the courts. Care also must be taken with equipment on the flooring.
7. **NO** tape is to be put on courts under any circumstances.
8. After hours charge – an additional fee of \$30 including GST per every 15 mins will be charged for bookings that extend beyond MainPower Stadium's usual staffed hours unless prior arrangements agreed by management.
9. Should the Hirer or persons with the hire group tamper with a fire alarm panel in any way, the cost that may be incurred will be passed on to the Hirer plus a 10% surcharge.
10. The Stadium and rooms hired are to be left in the same state of cleanliness and tidiness they are found in, and to the satisfaction of the Facility Manager. A cleaning fee will be charged if extra cleaning is required.
11. All food and drinks are only to be consumed on the carpeted and seating areas within the stadium. All water on courts must be in a sealed water bottle.
12. Cancellations after signing this agreement will incur a cancellation fee of 50% of the total amount of bookings cancelled if less than 2 weeks' notice is provided (except when Force Majeure condition applies). If the cancellation is due to changes in government guidelines and restrictions, no cancellation fee will be charged.
13. Force Majeure. In the event either NCSRT or the Hirer is unable to perform its obligations under the terms of this Agreement because of acts of nature or circumstances / causes reasonably beyond its control, such party shall not be liable for cost or damages to the other.
14. The NCSRT reserves the right to increase user fees at any time and will provide a minimum of 2 weeks advance notice of any increases.
15. If hirers store equipment in the Stadium, the NCSRT will endeavour to find suitable secure storage space but takes no responsibility if any items are stolen or damaged. All equipment stored is at the hirer's risk.

16. HEALTH AND SAFETY

The Hirer will understand their obligations to themselves, their clients and visitors, contractors and workers under the Health and Safety at Work Act and confirm their intentions to comply at all times. NCSRT will advise the Hirer of the emergency procedures, locations of emergency equipment, location and use of any safety equipment, basic safety rules, hazards and risk controls, go and no-go areas and access and authorisation requirements relevant to the service being performed.

The Hirer will advise NCSRT of any incidents or accidents that resulted or may have resulted in harm. NCSRT must be made immediately aware of any serious incidents and any that are notifiable to WorkSafe. The Hirer will advise NCSRT of any new hazard or risk created during their contract period and take all practicable steps reasonable to avoid harm. NCSRT and the Hirer acknowledge their overlapping responsibilities under the HSWA. As such the parties will consult, co-ordinate and cooperate with each other by:

- Open discussions regarding H&S policies and procedures
- Open reference to each other for information
- Implementing arrangements in accordance with agreements
- Acting in a way to support each other in H&S
- Being open and communicative, including responding to reasonable requests
- Ensuring risks controls are managed effectively
- Ensuring any control measures by the parties complement each other.

Initial:

can you please let me know how many
seats will be on each side of the carts?

Nationals 27 & 28 March 2026

Description of Goods	Notes/Vendor
2027 Float hand over	2027 Host Team - Rotorua
Venue Hire	Mainpower Stadium, Rangiora
Souvenir Badges x400 @ \$8.10 + GST	Moller & Young, Rangiora
Event Ribbons x800	Ribbons and Rossetts
Plants & Drapes field set up	Woodend Nursery
Programmes x1000	Quote from Vista Print
Floor tapes	Mitre 10?
Advertising, Marketing, banners	TBC
Hireage of Music Equipment	MCA
McCullough Guards Registration MCA	14 ladies
Raffle Prizes (if not donated) & volunteer gifts	
Scratchie Boards x 10	New World Kaiapoi
Miscellaneous items	
Lunch time Entertainment	Koha
Kapa Haka/National Anthem Choir	Koha
Mobile Eftpos/Bank Fees	
Insurance: Public Liability	Do we need this?
Temu Gifts/Spot Prizes	Temu Purchased by Tracey
Band	Awesome Source
Decorations	Allocance only
Supper x 298 @ \$10/head	Rangiora Bakery
Special Alcohol Licence Fee	(1 Large Event)
Tables, Chair,Cloth Hireage	Underway
Fridge Hire for Bar/bar hire	Underway
Food for volunteers x 15 per day	TBC
Accommodation for Jackie Ryder	Muisc and Announcing
Tablecloths and table markers	
Marcher Registration	x 567 @ 35/ea
Nighttime Function Registration	x298@35/head
Totals	

Comments	Expenses Out	Income in (estimated)	Balance
To be paid to next host team	\$ 1,000	\$ 1,000	\$ -
Pricing Confirmed	\$ 15,724	\$ -	\$ 15,724
	\$ 3,634		\$ 3,634
Based on 800	\$ 665	\$ -	\$ 665
	\$ 250		\$ -
	\$ 1,089	\$ -	\$ -
	\$ 200		\$ 200
	\$ 750		\$ 750
	\$ 250		\$ -
	\$ 112	\$ -	\$ -
	\$ 600		\$ 600
	\$ 400		\$ 400
	\$ 400		\$ 500
	\$ 150		\$ 150
	\$ 150		\$ 150
	\$ 250	\$ -	\$ 250
Tracey to look into	\$ 250		\$ 250
	\$ 59		\$ 59
Pricing Confirmed	\$ 2,100	\$ -	\$ 2,100
	\$ 400	\$ -	\$ 400
Dietary Requirements POC	\$ 2,980		\$ 2,980
	\$ 575		\$ 575
	\$ 3,200	\$ -	\$ 3,200
	\$ 500	\$ -	\$ 500
	\$ 600		\$ 600
	\$ 120		\$ 120
	\$ 190		\$ 190
Numbers as at 12/11	\$ -	\$ 19,845	-\$ 19,845
Numbers as at 12/11	\$ -	\$ 10,430	-\$ 10,430
	\$ 36,598	\$ 31,275	-\$ 5,323




31 October 2025

McCullough Guards Leisure Marching Team



Non - Profit Organisation

Account name: **McCullough Guards Leisure
Marching Team**

Account number: 
Statement Opening date: **1 October 2025**
Statement Closing date: **31 October 2025**
Statement number: **56**

At a glance

your current balance

\$4,435.80



Your transactions

				OPENING BALANCE		6,687.88
TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	DATE	BALANCE \$
AP	[REDACTED]			15.00	02 Oct	
AP				15.00	02 Oct	
AP				15.00	02 Oct	
AP				15.00	02 Oct	
AP				15.00	02 Oct	
AP				15.00	02 Oct	
BP				15.00	02 Oct	
				51.00	02 Oct	6,843.88
BP				30.00	03 Oct	6,873.88
BP			1,147.50		04 Oct	5,726.38
AP				15.00	06 Oct	5,741.38
BP				75.00	07 Oct	5,816.38
AP				15.00	09 Oct	
AP				15.00	09 Oct	
AP				15.00	09 Oct	
AP				15.00	09 Oct	
AP				15.00	09 Oct	
BP				15.00	09 Oct	5,921.38
BP				30.00	10 Oct	5,951.38
PS			87.85		12 Oct	
PS			112.78		12 Oct	
PS			1,552.00		12 Oct	4,198.75
AP				15.00	13 Oct	4,213.75

continued on next page

CR Credit
PS Eftpos

OD Overdrawn

AP Automatic payment

BP Bill Payment

DC Direct credit



Your transactions

TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	DATE	BALANCE \$
AP	[REDACTED]			50.00	14 Oct	4,263.75
AP				15.00	16 Oct	
AP				15.00	16 Oct	
AP				15.00	16 Oct	
AP				15.00	16 Oct	
AP				15.00	16 Oct	
AP				15.00	16 Oct	
AP				15.00	16 Oct	
BP				15.00	16 Oct	4,368.75
BP				30.00	17 Oct	4,398.75
AP				15.00	20 Oct	4,413.75
DC				100.00	22 Oct	4,513.75
AP				15.00	23 Oct	
AP				15.00	23 Oct	
AP				15.00	23 Oct	
AP				15.00	23 Oct	
AP				15.00	23 Oct	
AP				15.00	23 Oct	
BP				15.00	23 Oct	4,618.75
BP				30.00	24 Oct	4,648.75
AP				15.00	27 Oct	
BP			259.95		27 Oct	4,403.80
AP				50.00	28 Oct	4,453.80
AP				15.00	30 Oct	
AP				15.00	30 Oct	
AP				15.00	30 Oct	

continued on next page

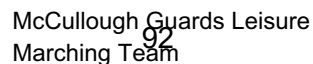
CR Credit
PS Eftpos

OD Overdrawn

AP Automatic payment

BP Bill Payment

DC Direct credit



Account number: [REDACTED]
Statement Closing date: 31 October 2025
Statement number: 56

TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	DATE	BALANCE \$
AP				15.00	30 Oct	
AP				15.00	30 Oct	
AP				15.00	30 Oct	
BP				15.00	30 Oct	
BP			153.00		30 Oct	4,405.80
BP					30.00	31 Oct
				CLOSING BALANCE		4,435.80

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under money in or money out within the last few days of this statement may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

MONEY IN \$	MONEY OUT \$	INTEREST CHARGED \$	OTHER CHARGES \$
1,061.00	3,313.08	0.00	0.00

If you have any questions please call us on 0800 400 600.
To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

You can get a copy of the current disclosure statement for Westpac New Zealand Limited from westpac.co.nz or any Westpac branch in New Zealand free of charge.

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
			2024/25 = \$ 14,200				\$ 14,200.00
	10-Jul	Waimakariri United Football Club	Towards Bibs for in-house teams	28-Jul-25	\$920	\$600	\$13,600
	10-Jul	North Canterbury Federation of Women's Institute	Towards hosting a craft day	26-Jul-24	\$300	\$110	\$13,490
	10-Jul	Southbrook Netball Club	towards annual prize giving, storage and new netballs	Declined	\$1,000	\$0	\$13,490
	10-Jul	St Joseph's School Rangiora	towards hosting a cultural Festival	Declined	\$1,000	\$0	\$13,490
	10-Jul	The Salvation Army Just Brass Band	towards hosting free music lessons	9-Apr-25	\$1,000	\$500	\$12,990
	14-Aug	Cust/West Eyreton Playcentre	towards maintaining the first aid kit	funds not claimed	\$410	\$205	\$12,785
	14-Aug	Oxford Community Trust	towards catering costs for Day Out event	Declined	\$750		\$12,785
	14-Aug	Saracens Rugby Club	Towards sending teams to the Global Games Festival	10-Oct-24	\$1,000	\$250	\$12,535
	11-Sep	North Loburn School	Towards bark for playground	Declined	\$1,652	\$0	\$12,535
	11-Sep	Southbrook school 150th Jubilee Committee	Towards the purchase of a bench	28-Nov-24	\$750	\$750	\$11,785
	11-Sep	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	Funds not claimed	\$500	\$250	\$11,535
Rangiora-Ashley Community Board 10.137.100.2410	13-Nov	North Loburn Home and School Committee	Towards seeds, compost	18-Jun-25	\$1,000	\$750	\$10,785
	13-Nov	North Canterbury BMX Club Inc	Towards asphelding	18-Dec-24	\$1,000	\$1,000	\$9,785
	12-Mar	Rangiora Volunteer Fire Brigade	Towards gazebos	22-Apr-25 returning \$985 as whole \$2000 not spent	\$1,000	\$1,015	\$8,770
	12-Mar	Rangiora Cricket Club	Towards new cricket balls	5-May-25	\$1,000	\$1,000	\$7,770
	9-Apr	Rangiora Community Patrol	Dash cams	29-Jul-25	\$775	\$775	\$6,995
	9-Apr	Big Brothers Big Sisters	New Office computer	15-Jul-25	\$1,000	\$1,000	\$5,995
	14-May	Rangiora and Districts Early Records Society Inc	New printer		\$1,000	\$1,000	\$4,995
	14-May	Rangiora Players	New Lighs for stage		\$1,000	\$1,000	\$3,995
	14-May	Momentum Charitable Trust	Towards support programmes	Declined	\$7,180	\$0	\$3,995
	14-May	North Canterbury Radio Trust	Network switch	12-Aug-25	\$401	\$401	\$3,594
	11-Jun	Southbrook Community Sports Club Inc	Towards new register and Totalpos	Withdrawn	\$1,000		\$3,594
	11-Jun	Rachel's House Trust	Towards catering costs for Big Splash	event to be held 22 August 2025	\$1,000	\$1,000	\$2,594
		Inclusive Sports				\$250	\$2,844
		Cust Playcentre				\$205	\$3,049

Spreadsheet Showing Rangiora-Ashley Community Board Discretionary Grant for the 2025/26 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Rangiora-Ashley Community Board 10.137.100.2410		Carry forward 2024/25 =3,049	2025/26 = \$14,510				\$ 17,559.00
	9-Jul	North Canterbury Classics Leisure Marchers Inc	registration costs for 15 members to the National Leisure Marching event	Declined	\$535	\$0	\$17,559
	9-Jul	Community Colleges New Zealand - Comcol North Canterbury	Purchase solar panel, connectors and battery for compostable toilet		\$1,000	\$1,000	\$16,559
	9-Jul	North Canterbury Musical Society Inc	towards the purchase of a heat pump		\$957	\$957	\$15,602
	9-Jul	North Canterbury Floral Art Group	towards hosting a Floral Art Demonstration and		\$1,000	\$500	\$15,102
	13-Aug	Southbrook Community Sports Club	Towards plan design drawings	waiting for community workshop February	\$575	\$575	\$14,527
	13-Aug	The Mainland Staffordshire Bull Terrier Society	towards a branded gazebo	declined receiving funds	\$750	\$400	\$14,527
	13-Aug-25	North Canterbury Pony Club	Hiring of toilets	Declined	\$840	\$0	\$14,527
	10-Sep	Ashgrove Netball Club	Towards uniforms and bibs		\$1,000	\$1,000	\$13,527
	10-Sep	North Canterbury Youth Cricket Club	Towards the purchase of warm up equipment		\$1,000	\$1,000	\$12,527
	10-Sep	The Hope Community Trust	towards the purchase of shelving		\$912	\$912	\$11,589
	12-Nov	Empire marching Team	Towards uniforms and bibs		\$938	\$562	\$11,027
	12-Nov	Noaia Charitable Trust	Community market for equipment and promotion		\$1,000	\$500	\$10,527
	12-Nov	Mahi Matatoa Trust	Towards first aid training		\$780	\$780	\$9,747
	10-Dec	McCullough Guards Leisure Marching	Towards hosting the National Leisure Marching Event		\$5,000		

GOVERNANCE

Rangiora-Ashley Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

- The Board supports a wide range of community activities. However, an application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$1,000 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that 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-26-11-06 / 250923180475**REPORT TO:** RANGIORA-ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 December 2025**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Appointments to Advisory Groups and External Organisations**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
pp Chief Executive**1. SUMMARY**

- 1.1 The purpose of this report is to consider appointments of Rangiora-Ashley Community Board (the Board) representatives (liaison people) to Advisory or Working Groups and External Organisations within the community for the 2025-2028 electoral term.

Attachments:

- i. List of Advisory Groups, Working Groups and External Organisations.

2. RECOMMENDATION**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250923180475.
- (b) **Approves** the appointment of Board Member as the Board representative and liaison person to the Waimakariri Health Advisory Group until October 2028.
- (c) **Approves** the appointment of Board Member as the Board representative and liaison person to GreyPower North Canterbury until October 2028.
- (d) **Approves** the appointment of Board Member as the Board representative and liaison person to the Waimakariri Access Group until October 2028.
- (e) **Approves** the appointment of Board Member as the Board representative and liaison person to the Rangiora and Districts Early Records Society until October 2028.
- (f) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust and District Historical Records Society Inc until October 2028.
- (g) **Approves** the appointment of Board Member as a Board representative and liaison person to the Rangiora Landmarks Team until October 2028.
- (h) **Approves** the appointment of Board Member as the Board representative and liaison person to Keep Rangiora Beautiful until October 2028.
- (i) **Approves** the appointment of Board Member as the Board representative and liaison person to the Rangiora Promotions Management Board until October 2028.
- (j) **Approves** the appointment of Board Member as the Board representative and liaison person to the Southbrook Road Reference Group and the Southbrook Road Improvements Working Group until October 2028.

- (k) **Approves** the appointment of Board Member as the Board representative and liaison person to the Fernside Hall Advisory Group until October 2028.
- (l) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust Community Centre Advisory Group until October 2028.
- (m) **Approves** the appointment of Board Member as the Board representative and liaison person to the Southbrook Sports Club and the Southern Community Hub Development Project Working Group until October 2028.
- (n) **Approves** the appointment of Board Member as the Board representative and liaison person to the Cust Domain Advisory Group until October 2028.
- (o) **Approves** the appointment of Board Member as the Board representative and liaison person to the Loburn Domain Advisory Group until October 2028.
- (p) **Approves** the appointment of Board Memberas the Board representative and liaison person to the Central Rural Drainage Advisory Group until October 2028.
- (q) **Approves** the appointment of Board Memberas the Board representative and liaison person to the Water Races Advisory Group until October 2028.
- (r) **Approves** the appointment of Board Memberas the Board representative to the Hurunui District Council – Ashley Rural Water Scheme Management Committee until October 2028.

3. **BACKGROUND**

- 3.1 Appointments to external Committees, Advisory Groups, and Organisations were deemed to be discharged following the 11 October 2025 elections. Therefore, at the beginning of each electoral term, Board members are appointed to various external Advisory Groups and organisations to continue strong relationships between the Community Boards and organisations.
- 3.2 At the meeting held on 4 November 2025, the Council authorised the Community Boards to appoint representatives to various external organisations and/or groups.

4. **ISSUES AND OPTIONS**

- 4.1. Many community groups and organisations have a long association with the Council and Community Boards. Board members appointed to these groups and organisations will be expected to act as liaisons between the organisations and the Board. Board members will therefore be expected to attend meetings and other functions of these organisations regularly and to report relevant feedback or information back to the Board on the activities and concerns of the groups. Board members will also be expected to convey matters that may interest the groups, such as the Council's Annual and Long-Term Plan consultations and possible Discretionary Grant funding.
- 4.2. Board representatives are not considered executive members of the groups/organisations and generally do not hold voting rights at their meetings (often due to the groups' constitutional rules).
- 4.3 It should be noted that the Community Board had previously appointed representatives to the North Canterbury Neighbourhood Support (NCNS). However, following a request from NCNS to limit representation from both the Community Board and Council, it was agreed that only a Council representative would be appointed moving forward.

- 4.4 The Council has an advisory group for each of the six rural drainage areas in the district. These groups' representation is also reviewed following each triennial election. A Board representative needs to be appointed to the rural drainage groups within the Board's geographical area, for the Rangiora-Ashley Community Board, it will be the Water Races, and the Central Rural Drainage Advisory Groups, as well as the Hurunui District Council – Ashley Rural Water Scheme Management Committee.
- 4.5 Many of the groups/organisations' meetings are held ad-hoc on a quarterly or 'when required' basis. The Waimakariri Health Advisory Group meets in the evening on the first Tuesday of every other month. GreyPower North Canterbury meets in the afternoon on the first Tuesday of the month. The Waimakariri Access Group meets in the mornings on the second Thursday of each month. The various Drainage Advisory Groups meet three times a year in the evening. Some groups/organisations meet monthly, while others may meet on an 'as required basis'. Some groups wish Board representatives to attend regularly, while others are happy with AGM and six-monthly attendance to keep in touch. The required commitment should therefore be considered when appointing representatives to organisations.
- 4.6 This report does not preclude various community groups seeking a Board appointment as a liaison person if they so wish to request, or further groups being endorsed during the term. These will be handled on an 'as required' basis.
- 4.7 **Implications for Community Wellbeing**
There are no implications for community wellbeing from the issues and options that are the subject matter of this report.
- 4.8 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

- 5.1. **Mana whenua**
Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.
- 5.2. **Groups and Organisations**
Many community groups and organisations have a long association with the Rangiora-Ashley Community Board. The Board actively works with community groups and organisations to improve the community.
- 5.3. **Wider Community**
The wider community is likely to be affected by, or to have an interest in, the subject matter of this report.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

- 6.1. **Financial Implications**
- 6.1.1. There are financial implications of the decisions sought by this report. Representing the Board on external Advisory Groups and Organisations is covered through the Council's existing Operational Budgets.
- 6.1.2 No additional remuneration is provided for representing the Board on external Advisory Groups and Organisations, as that is considered part of an elected member's regular duty.
- 6.2. **Sustainability and Climate Change Impacts**
The recommendations in this report do not have sustainability and/or climate change impacts.
- 6.3. **Risk Management**
There are no risks arising from the adoption/implementation of the recommendations in this report.

6.4. Health and Safety

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

7. CONTEXT**7.1. Consistency with Policy**

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

7.2. Authorising Legislation

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

7.3. Consistency with Community Outcomes

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

7.4. Authorising Delegations

Council Delegation SD-M1041.

RANGIORA-ASHLEY COMMUNITY BOARD				
ORGANISATION / GROUP	DATE	TIME	VENUE	COUNCIL APPOINTMENTS
Waimakariri Health Advisory Group <i>The WHAG was established in 2004, and members currently represent a cross-section of 12 health sectors and two Primary Health Organisations. Their role is to provide advice to the Waimakariri District Council on health issues, to serve as a forum for discussing health needs, and to advance shared solutions and approaches across the district.</i>	Meets on the 1 st Tuesday of every other month	6pm	Rangiora Heath Hub	Councillor T Bartle
GreyPower North Canterbury <i>Grey Power is an advocacy organisation promoting the welfare and wellbeing of all citizens aged 50-plus. Grey Power is dedicated to the welfare, interests and concerns of the many people over 50 years old and is a neutral but assertive voice of influence in the political arena, with no party-political affiliation.</i>	Meets on the 1 st Tuesday of the month	1.30pm	Rangiora RSA	
Waimakariri Access Group (WAG) <i>WAG advises and advocates for a more accessible and inclusive environment in Waimakariri, including working with Council staff to improve accessibility and remove barriers. Made up of people with lived experience of many different types of disability, disability advocates, people working with those with disabilities, and elected members. Every year, the group usually runs a training morning for Council staff and elected members to raise awareness. Elected members are full members and have voting rights within the group. WAG Facebook page gives a good overview – https://www.facebook.com/WaimakaririAccess.</i>	Meets on the 2 nd Thursday of the month	10.30am until noon	Rangiora Service Centre	Councillor S Powell
Rangiora and Districts Early Records Society <i>The Society works for the preservation and care of the Rangiora Museum and local archives. In addition, the Society aims to preserve records and artefacts of Rangiora and the surrounding area.</i>	Meets on the 3 rd Thursday of the month	7pm	Rangiora Museum	

RANGIORA-ASHLEY COMMUNITY BOARD				
ORGANISATION / GROUP	DATE	TIME	VENUE	COUNCIL APPOINTMENTS
Cust and District Historical Records Society Inc <i>The Society Inc. collects comprehensive memorabilia and records of the district's families, clubs, and organisations. In addition, the Museum has an extensive photographic collection and welcomes family researchers.</i>	Meets when required			
Rangiora Landmarks Team <i>Under the programme, buildings, sites and locations that meet set criteria are presented with a plaque recognising heritage status, and the Landmarks Team members research the history of nominated buildings on behalf of the programme.</i>	Meets when required			
Keep Rangiora Beautiful <i>KRB is a Keep New Zealand Beautiful branch, and its objective is to work with stakeholders to keep Rangiora beautiful. One of the group's projects is to keep Victoria Park looking beautiful.</i>	Meets on the last Tuesday of the month	4.30pm	Rangiora Service Centre	
Rangiora Promotions Management Board <i>RPA is focused on promoting and developing Rangiora as an attractive, thriving community that offers a desirable lifestyle for businesses, residents, and visitors.</i>	Meets on the 2nd Tuesday of the month	5.30pm	Rangiora RSA	Councillor J Goldsworthy
Southbrook Sports Club and the Southern Community Hub Development Project Working Group <i>(Still to be formally named)</i> <i>Southbrook Park is a large public park in Southbrook, home to several sports and leisure clubs. They aim to promote and encourage sports, recreational games, and all forms of social activity affiliated with the Club. There is a community-led project to develop a community hub at Southbrook Park to replace the existing facility.</i>	Meets when required			Councillor T Fulton

RANGIORA-ASHLEY COMMUNITY BOARD				
ORGANISATION / GROUP	DATE	TIME	VENUE	COUNCIL APPOINTMENTS
Southbrook Road Reference Group and Southbrook Road Improvements Working Group <i>To provide community input on the Long-Term Strategy for improving traffic flow, traffic safety, pedestrian safety, access to business and residents, public transport, and cycling facilities on or around Southbrook Road.</i>	Meets when required			Mayor D Gordon, Councillors P Redmond and J Ward
Fernside Hall Advisory Group	Meets when required			
Cust Community Centre Advisory Group	Meets when required			
Cust Domain Advisory Group	Meets when required			
Loburn Domain Advisory Group	Meets when required			
Central Rural Drainage Advisory Group	Meets three times a year, Feb/Mar, May/Jun and Sep/Oct	7pm	Rangiora Service Centre	Councillor J Goldsworthy
Water Races Advisory Group	Meets three times a year, Feb/Mar, May/Jun and Sep/Oct	7.30pm	Rangiora Service Centre	Councillor T Fulton
	The Community Centre/Hall Advisory Groups provide local input on how local facilities meet the community's needs now and into the future.			
	The Domain/Reserve Advisory Groups provide local input on the ongoing operational management of the district's domains and reserves and assist in implementing management plans.			
	Rural Drainage Advisory Groups - These groups provide local knowledge and input into the Council's rural water races and drainage management. They advise the Council on maintenance and development and make recommendations on annual budgets and the monitoring of maintenance works. The groups typically cover the district's rural areas, where drainage rates are collected for maintenance and capital projects.			

RANGIORA-ASHLEY COMMUNITY BOARD

CHAIRPERSON'S REPORT FOR OCTOBER/NOVEMBER 2025

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
20/10 – Southbrook Sports Club		
22/10 – Southbrook Sports Club		
29/10 – RACB Meeting		
5/11 – Standing Orders Meeting		
10/11 – Chair and Deputy Agenda Meeting		
11/11 – Remembrance Day celebration at Bridge of Remembrance		
12/11 – Southbrook Sports Club		
12/11 – RACB Meeting		
26/11 – Southbrook Sports Club		
28/11 – Market in the Park		
Food Forest interactions	Positive Community Feedback – Meeting Rotary in early December 2025, as they would like to make our FF an ongoing Rotary project for 2026. The local preschool also wants to make the FF an ongoing project for 2026.	Have kept Greenspace up to date with the project, which has been very supportive of this initiative. First working bee is being held on Saturday, 6 December.
Local Yarn Club	Made contact to ask about the Community Grant	Advised to check the website for the Grant information details

* *The purpose of the Chairperson's report is to provide a short update to Board members in relation to activities/meetings that you have attended or to provide general Board-related information.*

RANGIORA-ASHLEY COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE FOR NOVEMBER 2025

Member's Name: Diana Hawkins

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
ARRG - email	I emailed ARRG suggesting that an application for a Community Board member liaison person was possible and, if it suited their organisation, they should email the request to staff. Jim was supportive of the action.	I suggested that if an email were sent to staff, requesting such a person, I would volunteer for the role. The email has been forwarded, and I haven't yet heard back.
Query/conversation at KK – Guy Porter	The bike path from the Makeriki Bridge to Loburn School. I responded that, from what I had gathered at our last meeting, it was more a wish than a commitment from the previous council, and given NZTA's priorities, it may not get any higher	No further action was requested or suggested.
Comment at KK – customer, name I don't know, but she's new to the district and comes in regularly.	It's very dry at the moment – and the fire ban has come off. This is not sensible. Who do you talk to see if we can change this locally?	I said I wasn't sure; it could be a FENZ determination. I'd try to find out if the local council had any input. DOC have its own jurisdiction, which includes the Makerikeri, so probably the Ashley Riverbed area, too.

Member's Name: Alan Geeves

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
Discussion with neighbours	The corner of King Street and Charles Street has a high number of ambulance-required crashes. Most are the result of failure to give way. At least three of the at-fault drivers failed to see the give-way sign. See below for comments from a resident:	Residents have suggested installing a traffic island on Charles Street on both sides of the King Street intersection, with an additional give-way sign. Request the Board to request a report on this matter.



High crash rate at the intersection of Charles Street and King Street

On 13 November 2025, a crash occurred at this intersection, which required an ambulance to attend. The crash was caused by the vehicle on Charles Street failing to give way to the vehicle on King Street. In the last 7 years, this intersection has been the site of the fifth similar accident. Talking to residents, there has been a much longer history of similar crashes. On two occasions, drivers who failed to give way said they had not seen the give-way sign.

Looking at the contributing factors. First, both King and Charles Street are quite wide streets, which can give the impression that they are major streets. Second, because of the way Charles Street curves into King Street, the give-way sign is set back further than usual from the intersection. Residents have suggested installing a traffic island on both sides of the King Street intersection, with an additional give-way sign. The resident's concerns have been raised with the Council previously.



intersection, there seem to be a couple of contributing factors. First, both King and Charles Street are quite wide streets, which can give the impression that they are major streets. Second, because of the way Charles Street curves into King Street, the give-way sign is set back further than usual from the intersection. Residents have suggested installing a traffic island on both sides of the King Street intersection, with an additional give-way sign. The resident's concerns have been raised with the Council previously.

Member's Name: Bruce McLaren

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
JP Service Desk Rangiora Library	This was the last time I was rostered on due to a calendar clash with my new Councillor duties.	I still provide JP services from home as JP's have been doing for more than 100 years.
American Classic Cars Allcomers Picnic at Gladstone Park, Woodend	Celebrating the vibrant car culture in our district.	
St John Church Fair, Rangiora	Raising funds for local charities.	Check it out on the first Saturday of each month.
Rangiora Community Patrol	Increased presence in the lead-up to Christmas, including daytime bike patrols.	Report any suspicious activity to the Police, even if it appears to be minor.
North Canterbury Neighbourhood Support Committee meeting at Kaiapoi Library	I am the RACB appointee to NCNS. I will stay on the committee until RACB revisits these appointments.	RACB to consider board appointments to local groups.
I visited Woodend Beach to view the car park, beach access and play space proposal.	Public consultation has closed. There is some concern that this is a "nice to have" and shouldn't be prioritised, but that is balanced against many who welcome these improvements as "long overdue."	To be considered by the Woodend-Sefton Community Board.
Waikuku Beach Fire Preparedness BBQ FENZ and Civil Defence public event	Education and awareness.	Take steps to reduce the risk of fires on your property as the temperatures heat up and strong winds are expected.
International Restorative Justice Week Information stand at the Christchurch Justice & Emergency Precinct	I am a Restorative Justice Facilitator and joined the Community Wellbeing North Canterbury Trust RJ team, providing insights and information on RJ.	
Food Secure 5-year celebration. Supported by many local organisations	Food forests, food banks, growing your own, sharing locally, reducing reliance on global distribution networks.	Visit the Food Secure website to see the great work they are doing.
Rangiora High School Installation of Raranga artwork	A beautiful 8m collaborative work from across many local schools and kindergartens.	Go and check it out.
Council and committee meetings	(Reported separately)	