

# Agenda

## Kaiapoi-Tuahiwī Community Board

Monday 18 May 2026

5pm

Kaikanui Room  
Ruatanīwha Kaiapoi Civic Centre  
176 Williams Street, Kaiapoi

**Members:**

Jackie Watson (Chairperson)

Russell Keetley (Deputy Chairperson)

Tim Bartle

Abbie Campbell

Henrietta Carroll

Philip Redmond

Sandra Stewart

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**AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 18 MAY 2026 AT 5PM.**

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

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**BUSINESS**

*PAGES*

**1 APOLOGIES**

**2 CONFLICTS OF INTEREST**

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 20 April 2026**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 20 April 2026, as a true and accurate record.

**3.2 Matters Arising (From Minutes)**

**3.3 Workshop Notes of the Kaiapoi-Tuahwi Community Board – 20 April 2026**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahwi Community Board workshop, held 20 April 2026.

**4 DEPUTATIONS AND PRESENTATIONS**

**4.1 Kaipuke Kaiapoi Maritime Heritage Centre – Graham Robertson (Chairperson) and Martin Morrissey (Administration Manager)**

G Robertson and M Morrissey will be in attendance to outline a proposal for a Kaipuke Kaiapoi Maritime Heritage Centre.

**4.2 Kaipoi River Parkrun – Callum Templeton**

C Templeton will be in attendance to discuss the proposed Kaiapoi River Parkrun.

**5 ADJOURNED BUSINESS**

Nil.

## 6 REPORTS

### 6.1 Proposal for a Kaiapoi River Parkrun – J Borland (Strategy and Partnerships Team Leader) and H Leslie (Greenspace Coordinator)

#### *RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 260217028703.
- (b) **Notes** that Parkrun directors have spoken to the Cure Boating Club and Environment Canterbury representatives in relation to this Parkrun operating along the stop banks.
- (c) **Notes** that the Parkrun directors will be asked to continue to work and liaise with the Cure Boating Club to alleviate concerns raised around parking along Raven Quay.
- (d) **Approves** as the landowner representative for the Council, that Parkrun can operate along the proposed route as shown in 1.7 of this report with the following conditions:
  - i. There shall be an event closeout during the annual white baiting season (15 August – 1 December).
  - ii. The event will have non-exclusive use of the route and must not restrict casual recreational use.
  - iii. The stairs to the river on Raven Quay shall not be blocked by any part of the event set up.
  - iv. The event organiser shall widely promote the event dates, timing and route to minimise disruption to other users.
  - v. The event organiser shall work with the Cure Boating Club to address their concerns and prevent any disruption to their activities by providing parking wardens or a coned off area to manage parking concerns.
  - vi. The event organiser shall ensure volunteers are aware of the value of and the event's requirement to ensure protection of the health of the awa / river and mahinga kai/customary food gathering areas along the route.
  - vii. The organisers of the event are required to remove all temporary signs, material or structures that are installed during the event following each event.
  - viii. Similar to all park bookings an event health and safety plan that identifies the hazards and how these will be managed is to be supplied to the Greenspace Team for approval prior to the first event commencing.
  - ix. That approval shall be for an initial period of 12 months, at which time a review shall be carried out.
  - x. Staff will advise Parkrun organisers that Council reserves the right to refuse any booking dates that clash with special events planned to take place within the Parkrun route area outlined or nearby, such as the Kaiapoi River Carnival.
- (e) **Notes** that staff will report back to the Kaiapoi Tuahiwi Community Board after 12 months of the Kaiapoi Parkrun operating.
- (f) **Notes** Kaiapoi River parkrun will be the first "K" parkrun for the South Island and that will provide interest for keen parkrunners who are working on their alphabet challenge.

6.2 **Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260407090893.
- (b) **Approves** a grant of \$..... to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

**OR**

- (c) **Declines** a grant to the North Canterbury Scout Jamboree Troop.

6.3 **Ratification of the Kaiapoi-Tuahiwi Community Board's submission to the Waimakariri District Council and Environment Canterbury's draft 2026-27 Annual Plans – Kay Rabe (Governance Advisor)**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260415096169.
- (b) **Ratifies** its submission to the Waimakariri District Council's draft 2026-27 Annual Plan (Trim Ref: 260407090422).
- (c) **Ratifies** its submission to Environment Canterbury's draft 2026-26 Annual Plan (Trim Ref: 260415096188).
- (d) **Notes** that the Board Chairperson and/or Deputy Chairperson will speak at the Waimakariri District Council Submission Hearings to convey the Board's view in person on Thursday, 7 May 2026.

**7 CORRESPONDENCE**

7.1 **Kaiapoi District Historical Society Annual General Meeting Invite**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the invite from the Kaiapoi District Historical Society (Trim: 260428103506).

**8 CHAIRPERSON'S REPORT**

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

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (b) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 260511112723).

**9 MATTERS REFERRED FOR INFORMATION**

9.1 **Oxford-Ohoka Community Board Meeting Minutes 8 April 2026.**

9.2 **Woodend-Sefton Community Board Meeting Minutes 13 April 2026.**

9.3 **Rangiora-Ashley Community Board Meeting Minutes 8 April 2026.**

- 9.4 **Approval of the Transportation Procurement Strategy 2026 – Report to Utilities and Roding Committee Meeting 14 April 2026 – Circulates to all Boards.**
- 9.5 **New Zealand Transport Agency Procedural Audit Report March 2026 – Report to Utilities and Roding Committee Meeting 14 April 2026 – Circulates to all Boards.**
- 9.6 **Annual Stormwater Compliance and Monitoring Reports for 2024-25 for Oxford, Woodend and Kaiapoi – Report to Utilities and Roding Committee Meeting 14 April 2026 – Circulates to the Oxford-Ohoka, Kaiapoi-Tuahwi and Woodend-Sefton Community Boards.**
- 9.7 **May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/2025 and 2025/026 – Report to Utilities and Roding Committee Meeting 14 April 2026 – Circulates to all Boards.**
- 9.8 **Aquatics April Update – Report to Community and Recreation Committee Meeting 21 April 2026 – Circulates to all Boards**
- 9.9 **Libraries Update to April 2026 – Report to Community and Recreation Committee Meeting 21 April 2026 – Circulates to all Boards**

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahwi Community Board

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

**Note:**

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

**10 MEMBERS' INFORMATION EXCHANGE**

10.1 **T Bartle**

(Trim: 260513114496).

10.2 **A Campbell**

(Trim: 260512113336).

10.3 **S Powell**

(Trim: 260513114757).

10.4 **B Cairns**

(Trim: 260513114758).

*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.*

*Written information submitted by members is included in the agenda.*

**11 CONSULTATION PROJECTS**

11.1 **Stock Movement Bylaw 2026**

<https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026>

Consultation closes Thursday 28 May 2026.

11.2 **Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

**12 BOARD FUNDING UPDATE**

**12.1 Board Discretionary Grant**

Balance as at 30 April 2026: \$4,089.

**12.2 General Landscaping Budget**

Balance as at 30 April 2026: \$0.

**13 MEDIA ITEMS**

**14 QUESTIONS UNDER STANDING ORDERS**

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiw Community Board is scheduled for 5pm, Monday 18 May 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

**Workshop**

- *Members Forum*

**MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 20 APRIL 2026, AT 5PM.**

**PRESENT**

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, A Campbell, P Redmond and S Stewart.

**IN ATTENDANCE**

B Cairns and S Powell (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), J Recker (Stormwater and Waterways Manager), J McBride (Roading and Transport Manager), D Young (Senior Engineering Advisor), T Stableford (Landscape Architect), G Stephens (Design and Planning Team Leader), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were three members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Receives and sustains** an apology for absence from H Carroll.

**CARRIED**

**2 CONFLICTS OF INTEREST**

T Bartle declared a conflict of interest in relation to Item 6.5, as he knew the contractor who tendered for the work.

R Keetley declared a conflict of interest for Item 6.1, as he was an employee at Environment Canterbury.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 16 March 2026**

Moved: J Watson

Seconded: T Bartle

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 16 March 2026, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

There were no matters arising from the minutes.

### 3.3 Workshop Notes of the Kaiapoi-Tuahiwi Community Board – 16 March 2026

Moved: J Watson

Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board workshop, held 16 March 2026.

**CARRIED**

## 4 DEPUTATIONS AND PRESENTATIONS

### 4.1 Pines/Kairaki Roundabout – Simon Reeves and Ron Crone

R Crone addressed the Board and advised that many residents of Pines and Kairaki Beaches had found the current roundabout difficult for larger vehicles to navigate safely and legally. He stated he did not believe it had been designed to be driven over, and that vehicles without power steering were unable to mount it. He suggested that the tar seal surrounding the roundabout could be raised to reduce the transition between the mountable edge and the road surface.

S Reeves commented that he owned a large bus which was unable to use the roundabout legally, and that he regularly had to travel around it on the wrong side. He stated that traffic volumes had increased significantly since the roundabout had been installed, particularly for larger vehicles. He suggested that the top of the roundabout be lowered, reverting it to the previous intersection arrangement with give-way signs.

R Crone further stated that the roundabout was higher than the legal minimum vehicle clearance, which he understood to be 100 mm. He advised that this caused lower vehicles to scrape the underside of the vehicle when attempting to mount the roundabout.

J Watson thanked R Crone and S Reeves for their perspectives on the issue and advised that a report relating to the roundabout would be considered later in the meeting.

## 5 ADJOURNED BUSINESS

Nil.

## 6 REPORTS

*Report 6.2 “Pines Kairaki Beach Roundabout Changes” was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.*

### 6.1 Pines Beach and Kairaki Stormwater Upgrades Report – J Recker (Stormwater and Waterways Manager) and H Wilson (Project Engineer)

J Recker spoke to the report highlighting the recommended drainage improvement works intended to reduce flooding in residential areas in Pines and Kairaki Beaches during storm events. Whilst the recommendations would not mitigate all flooding risks they would reduce flooding during smaller rain events.

P Redmond asked if the recommendation in the report aligned with the recommendations in the memo attached to the report. J Recker clarified the memo outlined all possible options of which some were recommended to the Board.

Following a further question from P Redmond, J Recker confirmed staff would investigate the small waterway adjacent to the Kairaki Creek and ensure maintenance was completed if necessary.

P Redmond sought an update on Environment Canterbury's programme to raise the stopbanks. D Young advised that Environment Canterbury had two projects under way: the installation of a new floodgate to replace the existing gate on the Beach Road culvert, and associated stopbank remedial works in the immediate vicinity to address deficiencies in the Kairaki stopbanks. Council staff were working alongside Environment Canterbury, and the recommended works were expected to deliver mutual benefits across both projects.

A Campbell questioned if the proposed works would mitigate surface flooding on Featherstone Avenue. J Recker confirmed the intention was to mitigate on road flooding by formalising and creating swales.

A Campbell the asked if the stormwater collection areas would be ground soakage or connected. J Recker noted staff would have to speak with property owners before any decisions were made however they would like some positive drainage.

B Cairns sought clarity if these works would mitigate issues in relation to water inundation in sewage causing problems with toilets flushing in rain events. J Recker stated if ponding was reduced for smaller events there would be a benefit to the wastewater system.

B Cairns further questioned if the proposal included fixing gully traps. J Recker clarified the scope did not include gully trap improvements and was focused on surface flooding.

In response to a query from P Redmond, J Recker confirmed staff would investigate if works were undertaken to cap laterals along Featherstone Avenue.

P Redmond then asked what the return periods were for the May 2025 storm event. J Recker stated it was an 8.1 year occurring event. Rain events with these intensity's were occurring more frequently.

Moved: J Watson

Seconded: A Campbell

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260305070014.

**AND**

**THAT** the Kaiapoi -Tuahiwi Community Board recommends:

**THAT** the Utilities and Roding Committee:

(b) **Approves** the following proposed infrastructure upgrades within Pines Beach and Kairaki Beach:

1. Dunns Ave (North End) Stormwater Outfall Upgrades and Reticulation Improvements.
2. Kain Street and Batten Grove Corner Swale, Reticulation and Outlet Improvements.
3. Featherstone Ave (North Access Road) Low Point Drainage and Swale Improvements.
4. Featherstone Ave (North Residential Area) Open Drain Capacity and Storage Improvements.

- (c) **Notes** that the recommended upgrades are estimated to cost \$163,791.60 including a 15% construction contingency and that there is a total project budget of \$270,000.00 funded from the Pines Kairaki Stormwater Upgrades budget (102479.000.5123).
- (d) **Notes** that this project is intended to assist mitigate flooding challenges being experienced in the residential areas of Pines Beach and Kairaki Beach during storm events. Acknowledging the proposed upgrades will not remove all risk of future flooding, but will achieve some improvements in smaller to medium events.
- (e) **Notes** that Pines and Kairaki Beach Areas are subject to natural hazards such as flooding and liquefaction. This will be exacerbated in the future by sea level rise. Parts of the area were previously Red Zoned and it is challenging to maintain infrastructure and services in this area.
- (f) **Notes** that these works are programmed to be designed this financial year (2025/26), and tendered and constructed next financial year (2026/27).
- (g) **Requests** the Three Waters Manager to investigate further work be done on the gully traps to alleviate flooding in the area.

### **CARRIED**

J Watson stated this was good timely work that needed to be completed and she hoped the proposed work would mitigate the flooding seen in the past.

A Campbell concurred, noting that residents experienced significant fear during the previous flood event and that any work to mitigate future impacts was welcomed.

P Redmond noted that this was a good report and although these works would not entirely eradicate flooding, any improvements that would decrease the flooding occurring was a step forward.

#### **6.2 Pines Kairaki Beach Roundabout Changes – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)**

J McBride spoke to the report noting in 2019 the Board considered a report on shifting the Pines Kairaki Beach Roundabout further south however the Utilities and Roading Committee decided to maintain the status quo. Further feedback from the Pines Kairaki Beaches Association was in relation to the use and height of the roundabout. A review of the Crash Analysis System (CAS) data showed there had been no reported crashes at the intersection in last 10 years, which was likely due to the low speed environment of the intersection. Staffs' consideration of the proposal to lower the height of the roundabout would result in higher speeds and increased issues with vehicles driving directly over the top of the roundabout.

P Redmond questioned what consultation had been undertaken with the Pines Kairaki Beaches Association and residents. J McBride stated a survey was undertaken in 2019 however no further consultation had been completed since then.

Following a query from J Watson, J McBride stated the previous t-intersection had a crash history and post earthquake the opportunity arose to install roundabout to address the safety issues at the intersection.

J Watson further asked if the Road Safety Audit recommendation to realign the approach from Featherstone Avenue would have to be undertaken. J McBride highlighted that Road Safety Audits look at and capture all potential risks. An assessment would then be undertaken comparing the risk of an incident occurring and the benefit of the cost of improvement. This intersection was a low speed environment and the risk of changing the roundabout to decrease inflection in comparison to the cost was not considered a benefit. She noted that whilst it would be great to have everything built to the gold standard it was not possible and not necessary from a risk perspective.

B Cairns questioned if raising the tar seal around the roundabout was a possible option. J McBride noted the roundabout at Williams Street and Charles Street had the same mountable kerb as the Pines Kairaki roundabout and were approximately 130ml high. Raising the area around the roundabout would increase the risk of vehicles driving over the top at speed.

Following a further question from B Cairns, J McBride stated 130ml was the standard height used for mountable roundabouts across the district. This allowed larger vehicles to mount the roundabout and included having no other features on the roundabout such as planting or signage.

S Powell sought clarification if any concerns had been raised by the school bus. J McBride was not aware of any recent complaints from the school bus regarding the roundabout.

T Bartle asked how the issues raised by residents could be addressed. J McBride acknowledge it was difficult to address as the roundabout operated effectively for a large number of users. Whilst raising the asphalt could be effective the balance had to be made to not raise it too much as it could create further issues. Raising the surrounds of the roundabout would also still require larger vehicles to mount the kerb with one wheel.

Moved: P Redmond

Seconded: T Bartle

**That** the report lies on the table pending a site meeting with the Pines Kairaki Beaches Association, local residents, Board members and staff.

**CARRIED**

6.3 **Request for Approval to Install Raised Safety Platform on Island Road as part of the Sterling Development – J McBride (Roading and Transport Manager) and J McSloy (Development Manager)**

J McBride presented the report and advised that the developer of the Sterling Development had requested the installation of a raised safety platform on Island Road. Through the resource consent process, a key pedestrian connection between the development and the Silverstream commercial area had been identified. Similarly, staff had received service requests from the Charles Upham Retirement Village in Rangiora for additional pedestrian crossing points. It was therefore anticipated that similar requests would be received from the Sterling Development.

J McBride further noted the proposed location differed from the previously discussed raised safety platform on Silverstream Boulevard, as Island Road was a local road rather than a collector road and was not a Metro Bus route. The construction design also differed, as there was no separate curve at the base of the ramp, which helped minimise vehicle tyre noise. Additionally, the platform was not located directly outside a residential dwelling.

In response to a query from S Powell, J McBride confirmed this would not be a formal pedestrian crossing as they required 50 pedestrians per 30 minutes to cross the road. Staff would continue to monitor the appropriateness of the raised platform.

T Bartle questioned if any communication had been carried out with the local residents given the negative response from the raised safety platform on Silverstream Boulevard previously experienced. J McBride clarified no consultation had been undertaken with residents as it was proposed through the resource consent process.

J McBride then responded to T Bartle stating the developer would be covering the costs associated with the installation.

T Bartle asked whether consideration had been given to narrowing the road and applying triangle road markings to create the impression of a raised platform. J McBride advised that road markings could only be used in conjunction with a formal pedestrian crossing and could not be applied in isolation. Staff had also considered a pedestrian refuge in the center of the road; however, this would have resulted in a loss of parking.

In response to a question from J Watson, J McBride confirmed the raised platform would be gentler than those on Silverstream Boulevard.

P Redmond asked if there had been a more recent traffic count for Island Road. J McBride stated traffic counts only occurred on most local roads every six years however it was expected that as development occurred traffic volumes would increase.

A Campbell questioned where delivery services for the retirement village would be located. J McBride confirmed The Sterling had a delivery road within the subdivision.

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260408092002.

**AND**

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Utilities and Roding Committee:

(b) **Approves** the installation of a raised safety platform on Island Road, to provide a connection between the Sterling and the reserve walkway.

(c) **Notes** that the cost of installation of the raise safety platform will be funded by the Developer.

**CARRIED**

J Watson supported the motion as this was not a busy road and few residents would be affected. She also highlighted the increased in safety for pedestrians.

R Keetley concurred noting he did not anticipate similar problems occurring as did on Silverstream Boulevard.

6.4 **Request to Consult on Proposed Parking Restrictions at 42 Silverstream Boulevard – N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)**

J McBride presented the report which sought approval for consultation to be undertaken on a proposed parking restriction outside the dairy located at 42 Silverstream Boulevard.

J Watson questioned if there was a conflict between businesses who required longer parking. J McBride confirmed this consultation would be undertaken with all businesses in the area. As there was still a large number of parks without time restrictions the ability for longer stay parking existed. The P15 would help facilitate turnover and had been implemented in other areas across the district.

R Keetley asked how the parks would be identified as P 15. J McBride stated there would be signage in front of the parks indicating they were P15.

P Redmond queried if the consultation would include consideration for a P120 restriction for the remaining parks. J McBride confirmed as part of the consultation they could ask a generic question regarding time restrictions for all the parks.

In response to a question from B Cairns, J McBride stated she was not aware of any proposed business or associated parking on Mitchell Lane.

Moved: P Redmond

Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260407090446.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the District Planning and Regulation Committee:

- (b) **Approves** consultation being undertaken on a possible change to parking time restrictions of two parking spaces in front of the dairy at no. 42 Silverstream Boulevard to 15 minutes parking.
- (c) **Notes** that a further report would be brought back to the Community Board with the outcome of the consultation process and to allow further decision making on this matter.

**CARRIED**

P Redmond considered the issue to be broader than the needs of only a few businesses seeking faster parking turnover. He suggested that introducing a P120 time limit across all parking spaces may better suit the majority of businesses and reduce the need for P15 parking through increased turnover. From his previous experience a key problem was staff parking outside their own business. He was interested to see the result of the consultation.

T Bartle concurred, stating the consultation would identify what needed to be done.

#### 6.5 **Kaipoi Town Entrance Signs – T Stableford (Landscape Architect)**

*T Bartle sat back from the table due to previously identified conflict.*

T Stableford spoke to the report highlighting following concern regarding the cost associated with the entrance sign therefore a revised lower cost option was produced. Staff recommend reducing the scope and installing the signs at both the Smith Street and Main North Road locations.

J Watson questioned if the wharf timbers were used would the cost associated be repeated for all signs. T Stableford confirmed it would be.

R Keetley asked if consideration had been given to using an inground concrete plinth for mounting. T Stableford stated the engineer involved in the design had recommended the sign be attached to timber post. A concrete plinth could be an option, but whatever was used needed to be frangible.

J Watson sought clarity on how options 3 and 4 could be combined. G Stephens explained the Board could choose to complete the Main North Road Entrance only or the Smith Street entrance only however with the reduced scope there was sufficient budget to complete both locations.

Following a question from R Keetley, T Stableford confirmed that the annual plants at the existing Main North Road entrance sign could be removed, and that the planting bed could be extended into the remaining grassed area and replanted with low-growing native species.

Moved: P Redmond

Seconded: S Stewart

**THAT** the Kaiapoi-Tuahivi Community Board:

- (a) **Receives** Report No. 260324082570.
- (b) **Approves** proceeding with the Kaiapoi Town Entrance Project with a lower cost revised sign concept. The estimated cost to implement the revised design at both entrances, along with the enhancements proposed for the existing Main North Road entrance feature is \$58,135.
- (c) **Approves** Town Entrance Sign Concept C.
- (d) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Smith Street (*Attachment i. Proposed Entrance Sign Locations Trim: 260407090573*).
- (e) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Main North Road (*Attachment i Proposed Entrance Sign Locations Trim: 260407090573*).
- (f) **Approves** the minor changes made to the existing entrance sign to become an entrance feature (*Attachment ii. Proposed minor changes to Main North Rd Entrance Sign Trim: 260407090641*) which should include extending the planting bed to the end of the triangular area in front of the sign, replanting with low-growing native species and to retain the lettering on the wall.
- (g) **Notes** that staff will bring a report for the Williams Street and Ohoka Road entrances when there is more certainty around planned road layouts associated with the Woodend Bypass.
- (h) **Requests** staff to arrange for the 'All Together Kaiapoi' sign to be relocated to 'Pachinia's Walkway' and for the Kaiapoi/Rotary sign to be removed.

**CARRIED**

A Cambell: Against

P Redmond commented the original proposal costs were confronting, however the costs associated with concept c were realistic and meant more signs could be installed in the future. He felt the blue and white sign identified best with Kaiapoi. He further commented the All Together Kaiapoi and Kaiapoi Rotary signs should be removed and if possible relocated. He suspected the lettering on the old Main North Road sign would need to be removed as the letters were crooked. He thanked staff for their work on this project noting it needed to be progressed.

S Stewart concurred with P Redmond's comments noting the blue and white sign being in the location of the All Together Kaiapoi sign was perfect. She suggested the All Together Kaiapoi sign be relocated to Patchina's Walkway to commemorate the history of Kaiapoi. She noted if the lettering on the existing sign did need to be removed it should be kept for future use elsewhere. She also supported planting the grass area on Main North Road.

R Keetley supported the motion despite it being disappointing the wharf timbers would not be used after funds were already spent towards cutting them.

J Watson supported the motion agreeing the All Together Kaiapoi sign should be retained at Patchina's Walkway. She was happy for the lettering to remain on the existing sign if they were straightened. It was disappointing the wharf timber was not being used.

A Campbell was not supportive of the motion as although not using the wharf timber had savings involved funds had already been spent preparing them.

6.6 **Kaiapoi-Tuahiwi Community Board General Landscaping Budget – T Stableford (Landscape Architect)**

T Stableford spoke to the report highlighting it was seeking allocation of the Boards General Landscaping Budget. The Board identified three projects as priorities which were improvements to Kaiapoi's Southern Entrance, the upgrade of Fuller Street Reserve and Christmas lighting in the town centre. Staff were recommending targeted native planting along Williams Street Reserve at the southern entrance which would provide landscape and biodiversity benefits while enhancing a key gateway into Kaiapoi. The Fuller Street Reserve upgrade was recommended as a practical, high-impact project that would improve seating, planting and accessibility. Whilst smaller-scale decorative lighting could be delivered through the General Landscaping Budget, larger permanent Christmas lighting would require a Long Term Plan approach. This project was therefore not recommended to be progressed but could be retained as a future priority. The Kaikanui Bridge Balustrade was also highlighted as a potential project however would be better suited for the Long Term Plan.

P Redmond sought clarity on the proposed connecting path for Fuller Street Reserve. T Stableford believed despite the narrow site there would be enough room for a path. This would also provided better accessibility to the seating planned for within the reserve.

S Stewart enquired what the planter boxes for Fuller Street would look liked. T Stableford emphasised the concept plan was only a draft and would be further developed if the project was approved to progress. She noted that as the boxes would be visible from the street it would be good to have something with colour and vibrance.

Moved: J Watson

Seconded: S Stewart

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 260324082570.
- (b) **Approves** the allocation of \$28,211 from the General Landscaping Budget for native planting along Williams Street Reserve as per the attached plan (*TRIM 260331087936*).
- (c) **Approves** the allocation of \$20,000 from the General Landscaping Budget for the upgrade of Fuller Street Reserve as per the attached plan (*TRIM 260401088936*).
- (d) **Notes** that the Kaiapoi Volleyball Net has been completed and came in at \$3,369 which is under they \$5,000 budget allocation. The remaining (\$1,631) budget is available for re-allocation.
- (e) **Notes** that this would see the full budget allocated to projects for this financial year. Any unused funds from projects including the Town Entrance Sign Project will be returned to the General Landscaping Budget for future re-allocation to other priority projects in the new financial year.
- (f) **Notes** That Christmas lights will be returned as a project priority at the completion of the current Town Entrance project and/or in the 26/27 Financial year.

**CARRIED**

S Stewart understood the concerns about spending money these projects would provide an opportunity for ecological and cosmetic benefits for the town. The budget had been rolled over for many years to undertake significant projects, and it could be lost if not spent.

P Redmond supported the recommendation highlighting he had been following the potential of Christmas lighting for 10 years and he was hopeful if funding remained it could be put towards that project.

6.7 **Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read.

Moved: J Watson

Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260316076775.
- (b) **Approves** a grant of \$190 to the Chris Ruth Centre Trust towards the purchase of a portable speaker.

**CARRIED**

J Watson noted she attended the opening of the mural at the Chris Ruth Centre and felt they did a fantastic job for the community.

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

K Rabe took the report as read.

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260316076898.
- (b) **Appoints** Board member(s) T Bartle and R Keetley to attend the Kaiapoi Dawn Service to be held at 6.30am on Saturday, 25 April 2026, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member(s) J Watson and A Campbell to attend the Kaiapoi Citizens' Anzac Day Service to be held at 9.45am on Saturday, 25 April 2026, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.

**CARRIED**

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

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

- Attended a meeting with Baynons Road residents regarding the gravel haulage route.
- Attended an update on salination.
- Attended Situational Awareness Security training.
- Attended the National Council of Women Elected Members evening.
- Annual Plan submission workshop.
- The mural on the toilets outside Paris for the Weekend was accidentally painted over.

Moved: J Watson

Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

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

**CARRIED**

## 9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 March 2026.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 10 March 2026.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 11 March 2026.
- 9.4 Proposed Stock Movement Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.5 Rangiora Airfield Governance Review 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.6 Health, Safety and Wellbeing Report January 2026 to February 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.
- 9.7 Enterprise North Canterbury's Approved Six-Month Report to Council 31 December 2025, Draft Statement of Intent for the Financial Year Beginning 1 July 2026 and ENC Actual Expenditure to 31 December 2025 – Report to Audit and Risk Meeting 17 March 2026 – Circulates to all Boards.
- 9.8 Water Services Alternative Rating Structure Review – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.9 Fee Waiver Terms of Reference and Grants Scheme Update – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.10 Storm Related Tree Damage Response – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.11 Council Submissions to Central Government for the Local Government Consultation Period, February 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.12 ANZAC Day Services 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.13 Adoption of the 2025-2028 Governance Statement – Report to Council Meeting 31 March 2026 – Circulates to all Boards
- 9.14 Health, Safety and Wellbeing Report February 2026 to 16 March 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board:

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

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

**R Keetley:**

- Attended an update on salination.
- Attended the March Waimakariri Biodiversity Trust meeting.
- Attended the RSA executive meeting. The current focus was on ANZAC Day. The Annual General meeting would be held in May 2026.
- The Kaiapoi Historical Society Annual General Meeting would be held in May 2026. Access to upstairs was still on ongoing issue.

**A Campbell:**

- Attended the Waimakariri Access Group Training which was very beneficial. Signs blocking footpaths was a large issue for those with vision impairments as well as access to parks and greenspaces being difficult for those with mobility challenges.
- Attended the Annual Plan drop-in session in Kaiapoi.
- Attended the National Council of Women Elected Members evening.
- Attended the Waimakariri Health Advisory Group meeting. A chemist would be opening in Woodend. Social Services may approach the Board for funding towards a leaflet drop with information on the services available.

**S Powell:**

- Volunteer Expo at Rangiora Library – this attracted many groups with visitors. Many of the groups found new volunteers.
- Visited the new one bedroom units for the elderly in Kaiapoi. These would be available in early May 2026. They would have a shared energy system which would provide hot water and heating to a minimum temperature and was included as part of the rent. Council received some funding toward the project from the Ministry of Housing and Urban Development and the Rata Foundation.
- A business case for the Rangiora Eastern Link (REL) was submitted to NZTA for co-funding consideration as part of the Governments Nation Land Transport Programme (NLTP).
- The Mayors Taskforce for Jobs Business Breakfast saw representative finding out more about the scheme and some employers were now looking at how they could be part of this initiative.
- Representative from NZ Post answered questions around the proposed closure of local outlets and confirmed the opening of an agency at UniChem Ravenswood. Points raised with them were the rural nature of Waikuku Beach and the reliance on post boxes and the lack of public transport. Concern was also raised around the difficulty Pegasus residents faced getting across SH1 safely and the lack of service particularly for the elderly and those with mobility issues. There were no plans to install a street received in Ravenswood or Pegasus.
- Attended the opening of the Annie Currie viewing platform overlooking the Ashley Rakahuri estuary in Waikuku Beach. The Ashley Rakahuri River Care Group received a bequest from Annie Currie and with help from many people the platform was built and was proving very popular.
- North Canterbury Health Hub and After-hours build in Rangiora had reached a milestone with the roof on.
- Woodend Pegasus Area Strategy Review survey was now live on the Council website. The first of two workshops with stakeholders was held on 1 April. These workshops and the information from the survey would help develop the draft strategy.

**B Cairns:**

- Food Secure North Canterbury hosted two weekends of edible garden/farm visits to encourage people to learn how to grow their own food. It was popular and would be an ongoing event.
- Discussion regarding homelessness with Rangiora Retailers facilitated by Matt Docey. Talks were about those taking up residence on the main streets in town centres and the wider issue of homelessness.
- Rangiora Town Hall was celebrating its centenary, and multiple meetings were held to arrange an event to celebrate.
- The new playground at Norman Kirk Park in Kaiapoi had been reviewed following user feedback, and several elements had been adjusted accordingly. Additional signage had also been installed at Currie Park. It was noted that receiving user feedback was valuable, as it enabled the Council's Greenspace team to consider it and make improvements where appropriate.
- The Annie Currie Bird observation platform at the Waikuku estuary was opened.
- Twenty Elder Person units were currently under construction in Kaiapoi and were nearing completion.

- North Canterbury Neighbourhood Support had, after many months of consultation with its members, transitioned from an incorporated society to a charitable trust. It was noted that, in due course, the trust may seek representatives from Community Boards to join its management committee.
- Work was underway on the Events Plan, which considered how the Council provided funding for events and for the various promotions associations. The focus was on identifying opportunities for improvement and ensuring that funding was aligned with desired outcomes.
- The Kaiapoi River Festival had attracted approximately 7,000 attendees. It was anticipated that the 2027 event would be larger.
- Public open discussions on the Draft Annual Plan had experienced low attendance. To date, around 20 submissions have been received, with the submission period closing on 20 April.
- Attended a residents' meeting at the Baynons Road, where concerns were raised regarding the volume of truck movements transporting gravel for the construction of the Woodend Bypass.
- Government officials from Wellington visited the Council to receive an update on the Waimakariri Welcoming Community Plan.
- The Race Unity Poster Competition was held again this year—its fourth year—with schools participating by having students design posters based on a set theme.
- The Woodend–Pegasus Area Strategy event was well run, with a number of constructive ideas presented regarding the future development of the area. It was noted that Ravenswood had the potential to become the central hub.
- A new art gallery had opened in Kaiapoi.
- A new art education business had commenced operation in Rangiora.
- The *Schmuck* Jewellery Exhibition had opened in the Rangiora Chamber Gallery.
- The Indian community celebrated Holi, the festival of colours, in Victoria Park, Rangiora.
- The Pegasus Community Centre in Pegasus had progressed to the stage where the roof had been installed.
- Enterprise North Canterbury was hosting an online discussion with Brad Olsen on the impact of global instability and oil shocks.

#### **S Stewart:**

- Attended an update on salination.
- Attended Ashley/Rakahuri River Care Group meeting.
- Waimakariri Biodiversity Trust fund was soon to open for applications.

#### **T Bartle:**

- Residents were calling for another meeting with elected officials on Friday 24 April regarding Baynons Road.
- Was part of the Parking Bylaw Hearing Panel.

#### **P Redmond:**

- Rangiora Airfield Advisory Group Meeting:
  - Restructuring in progress to become a user group.
  - Re-seeding of the runway and taxi area.
  - Over 40,000 movements per annum, considering whether to become a certifying airfield.
- Annual Hui with Ngai Tuahuriri – good dialogue and discussions.
- Waimakariri Passchendaele Advisory Group Meeting:
  - Chaired inaugural meeting.
  - Nominated community representatives to the Council, who were approved – Neville Atkinson, Russell Keetley and Aaron Clark.
  - The Group would be meeting quarterly.

- Volunteer Expo at Rangiora Library:
  - Very well supported and good attendance.
  - One complaint from a user was that it was disruptive and not a good venue.
- Visited the former motel complex on Percival Street:
  - This had been remodelled for social housing.
  - Well run with support from local agencies.
  - Approximately 14 units.
- Pegasus Cuppa.
- Courtenay Drive elderly persons complex visit:
  - Nearing completion.
  - Chaired Property Asset Working Group.
  - Self-supporting overall.
- Mayor's Task Force for Jobs Breakfast.
- Residents meeting at Baynons Road:
  - This was in relation to gravel extraction haulage routes.
  - Ongoing with residents.
  - Mitigations proposed relating to days and hours of operation, speed limits and signage.
  - Residents were seeking an alternative route.
  - Essentially an Environment Canterbury and New Zealand Transport Agency matter.
- Environment Canterbury Drop in at Rangiora Airfield regarding stop bank improvements – several options some of which could prejudice airfield in future e.g. Daniel Smith proposal.
- Opened Annie Currie Platform at Waikuku Estuary and cut the ribbon:
  - A generous legacy from Annie funded this project.
  - Attended by her family and the Ashley Rakahuri Rivercare Group, Friends of Tuhaitara Coastal Park and local residents.
  - An ecological gem.
  - Accessible to all users.
- Oxford A&P Show.
  - Very well attended.
  - Council staff and a few elected members present to discuss the Draft Annual Plan, Get Ready, Library and recycling.
- Baynons Road was still issue. Council issued a temporary traffic management plan however it was unlikely to satisfy all.

## **11 CONSULTATION PROJECTS**

### **11.1 Draft Youth Action Plan 2026-2029**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2026-27>

Consultation closes Monday 20 April 2026.

### **11.2 Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

## **12 BOARD FUNDING UPDATE**

### **12.1 Board Discretionary Grant**

Balance as at 31 March 2026: \$4,279.

### **12.2 General Landscaping Budget**

Balance as at 31 March 2026: \$46,580.

**13 MEDIA ITEMS**

Nil.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 5pm, Monday 18 May 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.56PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

<p><b><u>Workshop</u></b></p> <p>(Trim: 260316076551)</p> <ul style="list-style-type: none"> <li>• <i>General Landscaping Budget Review – Grant Stephens (Design and Planning Team Leader) 20mins</i></li> <li>• <i>Members Forum</i></li> </ul>
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**NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 20 APRIL 2026 AT 6.56PM.**

**PRESENT**

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, A Campbell, P Redmond, and S Stewart.

**APOLOGIES**

H Carroll.

**IN ATTENDANCE**

C Brown (General Manager Community and Recreation), G Stephens (Design and Planning Team Leader), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

**1. General Landscaping Budget Review – G Stephens (Design and Planning Team Leader)**

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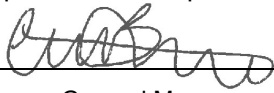
**Key Points:**

- Greenspace was facilitating a review of the General Landscape Budget process with each Community Board.
- The review outcomes were to be provided to Council as part of the Draft 2027-2037 Long Term Plan.
- The Board received an annual discretionary sum to allocate towards landscape projects within its area, such as seats, planting or local walkways, etc.
- These projects were initiated by the Board and could be in response to information brought to the Board's attention by their community or Council staff (no applications).
- The funds may be allocated to one project or divided between multiple projects.
- Following project allocation, staff coordinate implementation.
- Greenspace staff would collate comments and present back to the Community Boards for feedback

**Questions/Issues/Feedback:**

- *It was important that projects were beneficial to the community no matter the size of the project.*
- *Suggested a subcommittee could be established for larger projects that could meet more frequently than the Board. The budget and overall concept would be approved by the Board, but the smaller details could be confirmed by a subcommittee.*
- *A subcommittee should be established case by case.*
- *Need to prioritise projects in advance to ensure they could be completed within the financial year.*
- *Did the Council have designs already created for smaller projects like picnic tables?*  
Yes, the Board also had a design guide created for the Kaiapoi area that outlined what types of plants should be used in certain areas and noted the river and reflecting the town.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 7.27PM.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RES-01-12 / 260217028703**REPORT TO:** KAIAPOI TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 18 May 2026**AUTHOR(S):** Jill Borland, Strategy and Partnerships Team Leader  
Helen Leslie, Greenspace Coordinator**SUBJECT:** Proposal for a Kaiapoi River Parkrun**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)
  
 \_\_\_\_\_  
 General Manager

  
 \_\_\_\_\_  
 Chief Executive
**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval from the Kaiapoi Tuahiwi Community Board (the Board) for a weekly Parkrun event to be established in Kaiapoi.
- 1.2. In August 2025, a community member with prior experience establishing Parkrun events approached the Council regarding the establishment of a new Parkrun in Kaiapoi. Parkrun is a free, weekly, community-led event designed to be inclusive of participants of all ages, abilities, and fitness levels.
- 1.3. A 5 km route along the Kaiapoi River has been proposed, starting and finishing at the Raven Quay stop bank area adjacent to the Cure Boating Club. The route follows the stop bank to the Burkes Point turnaround and returns via the Courtenay Drive shared path. The route is located on public land requiring landowner permission from both Environment Canterbury (ECan) and Waimakariri District Council. ECan approval has been granted through their River Engineer team. The Kaiapoi-Tuahiwi Community Board holds the delegation to approve access over Waimakariri District Council-managed land.
- 1.4. The proposed route (shown below) aligns with Parkrun New Zealand's requirements, including avoidance of road crossings and vehicle movements to ensure participant safety.



- 1.5. However, part of the route incorporates a greenspace access way that forms one of several seasonal access points used for customary and recreational white baiting activities. White baiting access, managed through a Council-administered permit system, occurs between 15 August–30 November (customary) and 1 September–31 October (recreational).

- 1.6. Parkrun originally proposed managing access during these periods through controlled gate access and volunteer monitoring. Following discussions, the organiser has now proposed that the run operates only outside the white baiting season (1 December–14 August) to avoid conflicts with seasonal access needs and to remove the requirement for onsite access management.
- 1.7. The event would take place on Saturday mornings, with participants assembling from approximately 7.30am for an 8.00am start. All activities would conclude by approximately 9.30am. Governance and delivery of the event would be overseen by two designated Event Directors supported by Run Directors, Ambassadors, and volunteers drawn from the wider Canterbury Parkrun network.

## 2. **RECOMMENDATION**

**THAT** the Kaiapoi Tuahiwi Community Board:

- (a) **Receives** Report No. 260217028703
- (b) **Notes** that Parkrun directors have spoken to the Cure Boating Club and ECan representatives in relation to this Parkrun operating along the stop banks.
- (c) **Notes** that the Parkrun directors will be asked to continue to work and liaise with the Cure Boating Club to alleviate concerns raised around parking along Raven Quay.
- (d) **Approves** as the landowner representative for the Council, that Parkrun can operate along the proposed route as shown in 1.7 of this report with the following conditions:
- i. There shall be an event closeout during the annual white baiting season (15 August – 1 December).
  - ii. The event will have non-exclusive use of the route and must not restrict casual recreational use.
  - iii. The stairs to the river on Raven Quay shall not be blocked by any part of the event set up.
  - iv. The event organiser shall widely promote the event dates, timing and route to minimise disruption to other users.
  - v. The event organiser shall work with the Cure Boating Club to address their concerns and prevent any disruption to their activities by providing parking wardens or a coned off area to manage parking concerns.
  - vi. The event organiser shall ensure volunteers are aware of the value of and the event's requirement to ensure protection of the health of the awa / river and mahinga kai/customary food gathering areas along the route.
  - vii. The organisers of the event are required to remove all temporary signs, material or structures that are installed during the event following each event.
  - viii. Similar to all park bookings an event health and safety plan that identifies the hazards and how these will be managed is to be supplied to the Greenspace Team for approval prior to the first event commencing.
  - ix. That approval shall be for an initial period of 12 months, at which time a review shall be carried out.
  - x. Staff will advise Parkrun organisers that Council reserves the right to refuse any booking dates that clash with special events planned to take place within the Parkrun route area outlined or nearby, such as the Kaiapoi River Carnival.
- (e) **Notes** that staff will report back to the Kaiapoi Tuahiwi Community Board after 12 months of the Kaiapoi Parkrun operating.
- (f) **Notes** Kaiapoi River parkrun will be the first "K" parkrun for the South Island and that will provide interest for keen parkrunners who are working on their alphabet challenge.

### **3. BACKGROUND**

- 3.1. There is currently a network of 67 Parkrun events delivered around New Zealand. These events take place every weekend, with further locations continuing to be added.
- 3.2. An enquiry to establish a Parkrun event along the Kaiapoi stop bank was received in August 2025. The Parkrun organiser making this proposal has previously established two other Parkrun events and has a vision to turn Canterbury into the Parkrun capital of New Zealand. There is no noted K Parkrun in the South Island. A feature of Parkruns is that participants do travel to collect alphabetical events. As this would be the Kaiapoi Parkrun, it would be a registered K event after the K in Kaiapoi. This in turn is expected to bring people into the central area of Kaiapoi and provide benefit for local retailers.
- 3.3. The object of Parkrun is to provide a free and inclusive, regular event that welcomes participants regardless of their speed, body type, age or fitness levels. Other Parkruns regularly include participants aged in their 90s, as well as physically challenged people.
- 3.4. It is proposed the Kaiapoi River Parkrun would start/finish at the Raven Quay stop bank area, adjacent to the Cure Boating Club. The proposed route then follows the stop bank to the Burkes Point turnaround; returning via the Courtenay Drive shared pathway to the Raven Quay start/finish area.
- 3.5. The Parkrun organiser tested many options before proposing a Kaiapoi River Parkrun route. The proposed route, which is on public land, requires landowner permission from Environment Canterbury (ECan) and the Council. Approval has already been granted by ECan. The Kaiapoi Tuahiwi Community Board has the required delegation to make decision about this access on land under the Council's stewardship.
- 3.6. Parkrun prefers visually interesting routes that connect people to nature, start and finish in a visible and easily accessible location, provide access to toilets and drinking water, and which do not present hazards or bottlenecks for participants. This includes avoidance of routes which require narrow bridge crossings and routes which cross over roads or allow vehicle movements during an event. This is to ensure participant safety and reduces cost and volunteer draw which would result from the requirement for traffic management plans (TMPs). The proposed route was suggested by Parkrun for these reasons.
- 3.7. Council staff met the event organiser onsite on 29 August 2025 to discuss the proposed start location, proposed route and access requirements across land owned by both Council and ECan, and the intended use of existing gate access points along the stop bank. The Parkrun organiser initially proposed launching the event on 17 January 2026.
- 3.8. On 17 October 2025, Council referred the Parkrun organiser to ECan (contact: Fred Brookes) to obtain approval for use of ECan-managed land. ECan subsequently advised that the scheduled replacement of the Courtenay Floodgate structure would render the proposed Parkrun route impracticable between 1 December 2025 and 30 March 2026.
- 3.9. The Parkrun organiser and ECan continued to liaise regarding alternative access arrangements. Updated advice provided by ECan in January 2026 indicated that stop bank works were expected to take significantly longer than originally anticipated and that the walkway would require full closure for the duration of construction. This would directly affect the viability of the proposed Parkrun route during these works.

- 3.10. On further examination of the proposed route, it was identified that the route does cross an access way used by white baiters. The proposed route of the Parkrun is shown below with the greenspace access way highlighted in yellow.



- 3.11. This access way is also one of several seasonal access routes for white baiting. During the white baiting season, access to the river for white baiting is controlled via a permit system administered by the Council.
- 3.12. On 30 January 2026, Council staff followed up with the organiser regarding these constraints. Further discussion regarding management of white baiting access was held with the Parkrun organiser, who was informed that access would need to be managed during the Parkrun events over the white baiting season to ensure access is protected. This would be achieved via keyed gate access for the duration of the event and gate monitoring by Parkrun volunteers throughout (approx. 7.30 – 9.30 am).
- 3.13. The annual white baiting season includes provision for customary access during the period 15 August – 30 November; and for recreational access 1 September – 31 October. Council administers access through a permit system which provides gate keys.
- 3.14. Following discussions about this matter, Parkrun now propose to run the event only outside of the white baiting season; being 1 December – 14 August; so as not to restrict this access or require its management by Parkrun.
- 3.15. The Parkrun is proposed to be held on Saturdays with participants gathering from approximately 7.30am for an 8am start. The event is expected to run for approximately two hours, with all activities concluded by around 9.30am.
- 3.16. Kaiapoi River Parkrun has two designated Event Directors, who will be supported by a team of Run Directors, Ambassadors, and Volunteers drawn from other Canterbury Parkrun groups on a roster basis. There would be no cost to the Council beyond normal maintenance requirements of Council's land.
- 3.17. On 3 February 2026, staff confirmed with the Parkrun organiser that the Kaiapoi Parkrun proposal would be presented to the Board, who hold the delegation to give landowner permission. The Parkrun organiser was advised that should approval be given, this would enable the Parkrun to go ahead.

#### 4. **KEY ISSUES**

- 4.1. The organiser initially intended to launch the Parkrun from January 2026, however due to works scheduled to be carried out by ECan at the Courtenay Floodgates this was delayed. The launch will now be postponed until the scheduled completion of the construction works which is expected in October 2026.
- 4.2. The organiser was advised that if the event is to go ahead on the proposed route, there must not be interference with access for white baiting during designated seasonal periods (15 August – 30 November).
- 4.3. There were discussions with the organiser about how access might be managed during the white baiting season. This would involve Parkrun requesting and being given a key for gate access, with the gate unlocked only for the duration of the run. This would require supervision by a designated volunteer to ensure the lock is secured once the final participant has passed through. People with white baiting permits have their own access keys for the gate.
- 4.4. Staff have worked with the organiser to suggest several different routes, including further west utilising Trousselot Park and on the northern side of the river. For various reasons, including bridge widths and requirements for traffic controls, the organiser has decided to pursue the proposed route as originally scoped but with the event not being operated during the white baiting season.
- 4.5. Subsequently, communications from the Parkrun organiser on 28 February 2026 confirmed their intent to request permission from the Kaiapoi Tuahiwi Community Board to run the event on the proposed route outside of the white baiting season only; this being 1 December – 14 August or commencement of the customary white baiting season, whichever is the sooner.
- 4.6. The organiser highlighted that Parkrun participants would only be in the access way near Courtenay Stream between approximately 8.05am and 9am on Saturdays, and that subject to tides, concurrent access during the event by white baiters may only be needed on a few occasions. They signaled an invitation to the Kaiapoi Tuahiwi Community Board to consider a future review of the 'seasonal close-out' once the event is established.
- 4.7. The Cure Boating Club uses the grass area to the west of the club shed to prep boats prior to going out on the river. Staff noted that the proposed location of the start and finish chute (see image below) is near to the Cure Boating Club and the proposed event start time would cross-over times when Boat Club members would be putting their boats onto the river.



*Chute example*

- 4.8. Staff engaged with Cure Boating Club to understand any potential impacts or concerns in this regard. The Club raised some concern regarding traffic management, parking availability, and access to their rowing shed, as their training times coincide with the proposed parkrun. Parkrun directors have met with Cure Boating Club and agreed that they will provide parking wardens or a coned-off area to manage parking. On that basis Cure Boating Club are happy to support the event on the proviso that this is monitored.
- 4.9. Staff are aware that there is an existing lease for the development of the adjoining Mixed Use Business area which in time will overlook part of the route. However, as this is an established walkway along the stop bank and there is no intention of removing this public walkway as part of the development there should be no impact on the parkrun. As the development progresses, staff will identify suitable points for engagement with the developer and parkrun organizer regarding any possible physical works required.

## **OPTIONS**

- 4.10. **Refuse permission for a Parkrun event on the proposed or any alternative route** located in Kaiapoi.

This option is not recommended by staff as this would preclude the many potential community wellbeing benefits to Kaiapoi.

- 4.11. **Refuse permission for the Parkrun event on the proposed route** and request staff work with the Parkrun organiser to identify an alternative route.

This option is not currently recommended by staff as many routes have been discussed with the Parkrun organiser who remains committed to the route proposed as has provided the reasoning for this.

- 4.12. **Grant permission for the Parkrun event on the proposed route without stipulations** from October 2026 (subject to completion of ECan works).

This option is not recommended by staff as this does not provide best protection for customary or seasonal white baiting access nor provide for access by other route users.

- 4.13. **Grant permission for the Parkrun event on the proposed route with stipulations from 1 December 2026; with stipulations being:**

- 4.13.1 There shall be an event closeout during the annual white baiting season (15 August – 1 December).
- 4.13.2 The event will have non-exclusive use of the route and must not restrict casual recreational use beyond the running time of the event.
- 4.13.3 The event organiser shall widely promote the event dates, timing and route to minimise disruption to other users.
- 4.13.4 The event organiser shall ensure volunteers are aware of the value of and the event's requirement to ensure protection of the health of the awa / river and mahinga kai/customary food gathering areas along the route.
- 4.13.5 The event shall take responsibility for removal of event-related rubbish and any participant waste along the course and at the start/finish line.
- 4.13.6 The organisers of the event are required to remove all temporary signs or structures that are installed during the event following each event.
- 4.13.7 Like all park and reserve bookings, an event health and safety plan that identifies the hazards and how these will be managed is to be supplied to the Greenspace Team for their approval prior to the first event commencing.

- 4.13.8 The event organiser will engage with Cure Boating Club to address concerns arising from Parkrun events coinciding with the club's training times, including potential impacts on traffic management, parking availability, and access to the rowing shed.

This is the option recommended by staff as this could enable the benefits of the event being held in Kaiapoi and at the same time provide best protection for customary or seasonal white baiting access and natural areas of significance.

It also provides for mitigation of potential negative public perceptions or concerns. It allows for use by other recreational users and provides the platform to realise the wider community health, economic and other wellbeing outcomes.

- 4.14. The Management Team has reviewed this report and supports the recommendations.

## **5. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS**

### **Mana Whenua Engagement**

- 5.1. The subject matter and/or recommendations contained within this report are not likely to be of interest to mana whenua. Although the run follows the Kaiapoi River and passes the Mahinga Kai area on Courtenay Drive, there is no new infrastructure being installed and is essentially a park booking.

### **Groups, Organisations and the Wider Community**

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

Customary and seasonal white baiters may have interest in this matter, should they perceive that there may be interruption to their access. Other users of the stop bank for recreational purposes (such as recreational walkers, runners, and dog walkers) may also share an interest in ensuring their continued access to the space.

It will therefore be important to clearly communicate the decisions of the Community Board to the Rūnaka and wider public, relative to the event proposal and any stipulations imposed to avoid unwarranted distress or misconception.

Local running enthusiasts may be interested in the opportunity of a new, local running event and understanding how they might participate and/or contribute as volunteers.

Cure Boating Club has an interest in the event due to Parkrun events coinciding with the club's training times, which may affect their activities.

Kaiapoi town centre businesses may have interest in the opportunity to boost sales through attraction of new participants and town visitors by the event.

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

### **Implications for Community Wellbeing**

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

A Parkrun in Kaiapoi would provide new recreational options for local residents, and also potentially attract visitors to Kaiapoi on Saturdays. This could have economic benefits for the township and its businesses, as well as providing accessible physical activity participation and social connection opportunities.

Provided seasonal white baiting access and regular user access is protected, and that communication about the event, its route, and timing are advertised as proposed, no adverse impacts for the wider public are anticipated.

## Community Outcomes and Strategic Priorities

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

### Social

- Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.

### Environmental

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

### Cultural

- All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers.

### Economic

- Enterprises are supported and enabled to succeed.

6.5 The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

### Enhance community wellbeing, safety, inclusivity and connectedness

- Waimakariri District is a high growth area with an increasingly diverse population. We want to build a well-being centred community where all feel safe and welcome; are accepted and connected.

## 7 OTHER IMPLICATIONS AND RISK MANAGEMENT

### Financial Implications

7.1 There are no financial implications for the decisions sought by this report as all the costs will be borne by Parkrun.

### Community Resilience and Sustainability

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

### Risk Management

7.3 There are risks arising from the adoption/implementation of the recommendations in this report. The identified risks are that:

- 7.3.1 The event conflicts with current path users; whose access may be restricted or impeded for the duration of the event.
- 7.3.2 If the event becomes very popular, there may be pressure put on Council from either the event organiser or participants to extend the event into the white baiting season. In order to do this, they would be required to come back to the Board.
- 7.3.3 If the event was permitted to run during the white baiting season, non-permit holders could access the white baiting area during the event and also find themselves locked in when the gate is locked following the event.
- 7.3.4 If the event was permitted to run during the white baiting season, this could create tensions between white baiters and event volunteers around access and/or perception of access restriction.

- 7.3.5 The event coincides with The Cure Boating Club's scheduled training times and may impact traffic management, parking availability in the area, and access to the club's rowing shed. These potential effects will need to be actively managed.

The organisers will supply a full risk assessment and Health and Safety Plan for the event.

### **Health and Safety**

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

The organisers will supply a full risk assessment and Health and Safety Plan for the event.

## **8 CONTEXT**

### **Consistency with Policy**

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

This report has relevance for the Waimakariri Natural Environment Strategy (2024). The Parkrun will include compatible recreation in the natural environment fulfilling actions stated within the strategic direction of connecting people and nature. Similarly, the importance of the natural environment to human health through nature connection is outcome 3 in the Aotearoa New Zealand Biodiversity Strategy (2020).

### **Authorising Legislation**

- 8.2 Local Government Act

### **Authorising Delegations**

- 8.3 The Board has delegated authority to approve the recommendations in this report.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT OR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 260407090893**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 18 May 2026**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1. SUMMARY**

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

<b>Name of Organisation</b>	<b>Purpose</b>	<b>Amount requested (excluding GST)</b>	<b>Does the application comply with the Discretionary Grant Fund Criteria?</b>
North Canterbury Jamboree Scout Troop	Towards the costs of attending the pre-Jamboree camp	\$1,000	This application partially complies with the Criteria: <ul style="list-style-type: none"> <li>Only 8 of the 39 attendees are from the Kaiapoi-Tuahiwi area. The criteria require that grant funding be limited to projects primarily within the Board area or to those benefiting the area's residents.</li> <li>It is not clear from the financial information provided by the applicant that they will be able to deliver the project.</li> </ul>
<b>Total:</b>		<b>\$1,000</b>	

1.2 The current balance of the Kaiapoi-Tuahiwi Board's 2025/26 Discretionary Grant Fund is \$4,089.

**Attachments:**

- i. Application from the North Canterbury Jamboree Scout Troop (Trim Ref: 260413094102).
- ii. A spreadsheet showing the Discretionary Grants for the previous two years.
- iii. Board Discretionary Grant Funding Criteria for the 2025/26 financial year. (Trim Ref: 210603089725).

## 2. **RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260407090893.
- (b) **Approves** a grant of \$..... to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

**OR**

- (c) **Declines** a grant to the North Canterbury Scout Jamboree Troop.

## 3. **BACKGROUND**

3.1 The **North Canterbury Scout Jamboree Troop** seeks funding towards the cost of attending a pre-Jamboree camp in Oxford in October 2026. This application does not meet the following Board Discretionary Grant Funding Criteria:

- (a) Only eight of the 39 attendees are from the Kaiapoi-Tuahiwi area (22%).
- (b) It is not clear from the financial information provided by the applicant that they will be able to deliver the project.

3.2 The current balance of the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant fund is \$4,089.

## 4. **ISSUES AND OPTIONS**

**North Canterbury Scout Troop (the Troop)**

4.1 Information provided by the Troop:

4.1.1 Scouts New Zealand aligns its programmes with the principles and vision of the Youth Development Strategy of Aotearoa, supporting the positive development of young people across the country. As New Zealand's largest co-educational youth organisation, Scouts provides fun and challenging activities, unique experiences, everyday adventure, and opportunities for service, enabling young people to build confidence and contribute positively to their communities.

4.1.2 Scouts from Rangiora, Kaiapoi, Woodend, Pegasus, Oxford, Ohoka, Spencerville, and Glenmark will attend a pre-Jamboree camp at Payton Lodge in Oxford from 24 to 25 October 2026. The troop comprises of 36 school-aged scouts from a broad cross-section of the community. It is expected that eight of the participants will be from the Kaiapoi Tuahiwi area, 10 from the Rangiora–Ashley Ward, 3 from the Oxford–Ohoka Ward and 6 from the Woodend–Sefton area. The remaining 9 participants will be from outside the Waimakariri District.

4.1.3 The camp will support participants to develop practical skills that are valuable both within scouting and in their wider communities. The programme will focus on teamwork, resilience, and leadership in an outdoor environment. Scouts will also learn to set up and manage patrol sites, organise daily routines, plan and cook meals, and rotate through leadership roles. The camp will strengthen the overall scout programme by building capability and confidence among both youth and volunteer leaders, enhancing problem-solving skills and preparing the troop for participation in the Jamboree.

4.1.4 Scouts Aotearoa provides national leadership, structure, and programme guidance for scouting in New Zealand, including safety systems, training standards, and youth development goals. Local scout groups deliver the national programme within their communities by running weekly meetings, camps, and activities, managing volunteers, and supporting young people at a local level.

## 4.2 Council Evaluation:

- 4.2.1 The application meets the Board's Discretionary Grant Criteria, as it is submitted by a community-based youth organisation and the requested funding is in line with the specified \$1,000 limit per application per year.
- 4.2.2 However, the Board's Discretionary Grant Application Criteria require that grant funding be limited to projects primarily within the Board area or benefiting the residents of the area. It should be taken into consideration that only eight of the 36 participants will be from the Kaiapoi-Tuahiwi area, being 22% of participants.
- 4.2.3 The total cost of the camp is estimated at \$3,404. The Troop is currently relying on internal fundraising only and has not approached any external funding providers. While the application indicates that the camp will proceed if this application is unsuccessful, no information has been provided on how any funding shortfall would be met. Although the Board typically approves grants of up to \$750 per application, the criteria allow up to \$1,000 per group per financial year. As the 2025/26 financial year is nearing completion, the Board may choose to allocate the full amount requested (\$1,000).
- 4.2.4 The Troop applied to the Rangiora-Ashley Community Board for funding for a similar camp to be held in March 2026 and was approved a grant of \$1,000. The Rangiora-Ashley Community Board has also provided funding in previous years to support the Troop's attendance at Scouts Jamboree events. In addition, an application has been received for the Woodend-Sefton Community Board seeking \$1,000 towards funding for the October camp. A report will be presented to the Woodend-Sefton Community Board at its June meeting.
- 4.2.5 All the Troop's successful funding allocations are detailed below, and all Accountability Forms have been received, other than for the March 2026 application:

<b>Date</b>	<b>Project</b>	<b>Amount</b>
September 2019	Towards Troop scarves (KTCB)	\$500
November 2019	Towards attending a Scout's jamboree (RACB)	\$500
August 2023	Towards attending a Scout's jamboree (RACB)	\$500
March 2026	Towards a pre-Jamboree camp in March (RACB)	1,000
<b>Total</b>		<b>\$2,500</b>

4.3 The Board may approve or decline grants in accordance with the grant guidelines.

### 4.4 **Implications for Community Wellbeing**

The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. Supporting recreational and community 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 Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund is \$4,089. If the applications are granted, the Board would have \$3,089 remaining for the last month of the financial year ending 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**

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

## 5.3 **Wider Community**

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

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

### 6.1 **Financial Implications**

6.1.1 The 2025-26 Annual Plan includes a budget provision of \$8,790 for the Kaiapoi-Tuahiwi 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 \$1,259, thereby bringing the 2025/26 Discretionary Grant Fund to a balance of \$10,049.

6.1.2 The current balance of the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund is \$4,089. If both applications are granted, the Board will have \$3,089 remaining for the remaining month of the financial year.

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

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

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

### 6.3 **Risk Management**

There are no risks associated with adopting and implementing the recommendations in this report.

### 6.4 **Health and Safety**

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

## 7. **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Not applicable.

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

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

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

### 7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

## What happens now?

37

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: ncjamboreefundraising@gmail.com

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

Our Scouts group is running a Pre-Jamboree Camp in Oxford to prepare our young people for attending the 2026 National Jamboree. This camp is an essential part of their development, giving them the opportunity to build outdoor skills, teamwork, resilience, and confidence in a safe and structured environment. It also helps ensure that all youth attending the Jamboree are well-prepared, capable, and able to fully participate in the wider national programme.

What is the timeframe of the project/event date? 24-25 October 2026

Overall cost of project/event: 3404 Amount requested: 1000

How many people will directly benefit from this project? 36

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

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

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

Oxford-Ohoka 10 %    Rangiora-Ashley 27 %    Woodend-Sefton 15 %    Kaiapoi-Tuahiwi 21 %

Other (please specify): 27 (Glenmark Scouts)

What are the direct benefit(s) to the participants? 38

The camp brings together Scouts from across our zone, strengthening connections between young people, leaders, and families. It also supports leadership development for our volunteer leaders, who deliver the programme and ensure the safety and wellbeing of all participants.

What is the benefit(s) to your organisation?

Young people gain practical outdoor skills, teamwork habits, and confidence that they bring back into weekly programmes. This lifts the overall skill level of the troop and strengthens participation in future activities.

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

The pre-Jamboree camp delivers clear benefits to the Kaiapoi-Tuahiwi community and the wider Waimakariri district, both socially and economically. These benefits flow from youth development, community connection, and local spending associated with the camp.

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

If yes, name of parent group: Scouts Aotearoa

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

We are a locally run Scouts group that operates as part of the wider Scouts Aotearoa movement. While our programme is delivered by our own volunteer leaders here in the Kaiapoi-Tuahiwi community, we work under the governance, policies, and youth-development framework set by Scouts Aotearoa. The national organisation provides the safety standards, training, programme resources, insurance, and compliance systems that enable us to run safe, high-quality a

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.

We have been raising funds through selling items, running sausage sizzles, and completing community jobs. We are also approaching local businesses and community funders for additional support.

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

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

If yes, please supply details:

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

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

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

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

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

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

Signed: [REDACTED] \_\_\_\_\_

Date: 16 March 2026 \_\_\_\_\_

## Pre Jamboree camp 24-26th October 2026

		Cost	Total	Per Person
Accommodation Scout	X36	\$ 10.00	\$ 360.00	
Accommodation Leader	X14	\$ 15.00	\$ 210.00	
Food	X50	\$ 40.00	\$ 2,000.00	
Activities	X50	\$ 10.00	\$ 500.00	
Gas Bottles Gas	X2	\$ 42.00	\$ 84.00	
Sundries	X50	\$ 5.00	\$ 250.00	
			\$ 3,404.00	\$ 68.08



NORTH CANTERBURY JAMBOREE TROOP

0877

██████████  
RD 1  
RANGIORA 7471

## Today's statements

Account type	Account number	Balance
Business Premium Current Account	██████████	17,950.67

•

## Business Premium Current Account

Account name NORTH CANTERBURY JAMBOREE TROOP  
Account number [REDACTED]

Statement number 00033  
Statement period 01 Jan 2026 - 30 Jan 2026

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Jan	Opening balance			14,836.14
05 Jan	[REDACTED]		640.60	15,476.74
07 Jan	DC		150.00	15,626.74
09 Jan	DC		1,400.00	17,026.74
21 Jan	BP		23.18	17,049.92
26 Jan	DC		150.00	17,199.92
26 Jan	BP		100.00	17,299.92
26 Jan	BP		200.00	17,499.92
28 Jan	BP		150.00	17,649.92
28 Jan	BP		150.00	17,799.92
30 Jan			1.37	17,801.29
30 Jan	BP		150.00	17,951.29
30 Jan		0.62		17,950.67
<b>Totals at end of page</b>		<b>\$0.62</b>	<b>\$3,115.15</b>	<b>\$17,950.67</b>
<b>Totals at end of period</b>		<b>\$0.62</b>	<b>\$3,115.15</b>	<b>\$17,950.67</b>

Your available credit is **\$17,950.67** as at the closing date of this statement.

AP Automatic Payment  
AT Automatic Teller Machine

BP Bill Payment  
CQ Cheque/Withdrawal

DC Direct Credit  
DD Direct Debit

ED Electronic Dishonour  
EP EFTPOS Transaction

FX Foreign Exchange  
IA International Money Machine

IP International EFTPOS Transaction  
VT Visa Transaction

IF International Payment

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

## North Canterbury Jamboree Scout Troop

### Balance Sheet

#### Assets

Asset type	Amount
Kitchen cooking trailer (fixed asset)	\$9,000.00
Starting NC zone bank balance	\$5,174.70
Petty cash	\$159.00
Banked for Jamboree 26/27	\$29,773.35
Total cash on hand	\$35,107.05
Total assets	\$44,107.05

#### Accounts Receivable

Item	Amount
33 outstanding invoices at \$3,500 each	\$115,500.00

These are participant payments invoiced out but not yet paid. They are not guaranteed income but can be shown as receivables.

#### Liabilities

Liability type	Amount
Current liabilities	\$0.00
Long term liabilities	\$0.00
Total liabilities	\$0.00

#### Equity

Equity type	Amount
-------------	--------

Accumulated funds	\$44,107.05
Total liabilities and equity	\$44,107.05

Note: The accumulated funds figure represents the total of all cash and non-cash assets held by the troop as at 23 February 2026.

### Project Cost Summary

Total Jamboree Project Cost: \$135,733.00

#### Breakdown:

##### Jamboree Costs

Jamboree fee - youth	\$	52,560.00
Jamboree fee - leader	\$	7,875.00
Jamboree fee - Staff	\$	1,090.00
Air NZ	\$	20,000.00
Bus	\$	3,500.00
Marguee	\$	3,400.00
Pre Jamboree camp 1	\$	3,404.00
Pre Jamboree camp 2	\$	3,404.00
uniform	\$	16,000.00
cleaning supplies	\$	500.00
sundries	\$	1,800.00
Container Chch		
Container Hamilton		
Container	\$	15,000.00
incidentals/insurance	\$	1,800.00
Spending money	\$	5,400.00
	\$	135,733.00

### Funding Position

- Confirmed funds on hand: \$35,107.05
- Outstanding invoices issued: \$115,500.00
- Total project cost: \$135,733.00
- Funding gap remaining (if all receivables are paid):  
\$135,733.00 minus \$35,107.05 = \$100,625.95

## Fundraising Undertaken

Our troop continues to raise funds through:

- Selling goods
- Raffles
- Community based service tasks
- Non-refundable deposits already collected
- Ongoing payment plans from members

These activities support our goal of reducing the cost to families and ensuring all youth can participate.

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant  
for the 2025/26 Financial Year

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
	Carried forward 2024/25 = 1,259	2025/26= \$8,790				\$ 10,049.00
21-Jul	Kaiapoi Community Garden	Towards entertainment @ Jazz and Blues Festival	18-Mar-26	\$500	\$500	\$9,549
21-Jul	Silverstream Residents Volunteer Group	Purchase of Bench		\$740	\$740	\$8,809
21-Jul	Allstars Marching Teams	Hall hire for training/practice sessions for the year	6-Mar-26	\$750	\$750	\$8,059
18-Aug	Kaiapoi Pony Club	towards attending the Springston Trophy in Blenheim	Declined	\$1,000	\$0	\$8,059
18-Aug	Kaiapoi Garden Club	Towards hosting the Kaiapoi Garden Competition	9-Mar-26	\$600	\$250	\$7,809
15-Sep	Menzshed of Kaiapoi Inc	towards hosting a Teddy Bear hunt	9-Mar-26	\$650	\$195	\$7,614
15-Sep	The Chris Ruth Centre	Instalation of blinds	Declined	\$735		\$7,614
17-Nov	Noaia Charitable Trust	Community market for equipment and promotion		\$1,000	\$500	\$7,114
17-Nov	Mahi Matatoa Trust	Towards first aid training	27-Mar-26	\$585	\$585	\$6,529
17-Nov	Community Colleges New Zealand - Comcol North Canterbury	Towards materials and labour to install a mounting block		\$1,056	\$500	\$6,029
16-Feb	Community Watch Kaiapoi Incorporated	Towards an upgrade of the vehicle radio and purchase of four portable radios		\$750	\$750	\$5,279
16-Feb	McCullough Guards Leisure Marching	Towards hosting the National Leisure Marching Event	Withdrawn	\$750 -\$1,000		\$5,279
16-Mar	Kaiapoi Toy Library	LeapPad Academy Educational Tablet and Leap Frog LeapMove		\$810	\$500	\$4,779
16-Mar	Rangiora Boxing Club	towards medical care		\$500	\$500	\$4,279
20-Apr	Chris Ruth Centre Trust	Towards a portable speaker		\$190	\$190	\$4,089
20-Apr	North Canterbury Jamboree Scout Troop	Towards Pre-Jamboree camp		\$1,000		

Kaiapoi-Tuahiwi  
Community  
Board  
10.136.100.2410

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

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		2024/25= \$8,600				\$ 8,600.00
15-Jul	Waimakariri United Football Club	Towards Bibs for Mainland competition teams	28-Jul-25	\$856	\$500	\$8,100
15-Jul	R13 Youth Development Trust	Towards Art Therapy supplies	30-Jan-25	\$600	\$600	\$7,500
15-Jul	Community Wellbeing North Canterbury Trust	Digital media screen for Karanga Mai Early Learning Centre		\$600	Declined	\$7,000
19-Aug	Allstars U18	Towards training camp	7-Apr-25	\$750	\$500	\$7,000
19-Aug	Oxford Community Trust	towards catering costs for Day Out event		\$750	Declined	\$7,000
19-Aug	Kaiapoi Garden Club	towards costs of running Kaiapoi Garden Competition	31-Jan-25	\$560	\$500	\$6,500
19-Sept	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	Funds not claimed	\$750	\$500	\$6,000
19-Sept	YDOT	Towards Funday & Adventure Race	1-Apr-25	\$918	\$517	\$5,483
21-Oct	Kaiapoi Community Garden	Floor Covering	2-Jul-25	\$550	\$550	\$4,933
21-Oct	Pines Kairaki Beaches Association	Christmas Event	11-Apr-25	\$732	\$732	\$4,201
17-Feb	Waimakariri Outrigger Canoe Club	Purchase of paddles and lifejackets	31-Jul-25	\$1,000	\$500	\$3,701
17-Feb	Silverstream Reserve Volunteer Group and Down by the River	Donation for Musicians	9-Jul-25	\$750	\$500	\$3,201
17-Mar	The Chris Ruth Centre	Shade sail	1-Jul-25	\$1,000	\$500	\$2,701
17-Mar	Rely for Life North Canterbury	Relay for life event	28-Apr-25	\$500	\$500	\$2,201
14-Apr	Combined Probus Club of Kaiapoi	Identification banners	2-Jul-25	\$442	\$442	\$1,759
14-Apr	Clarkville Playcentre	First Aid Courses	23-May-25	\$750	\$500	\$1,259
14-Apr	Big Brothers Big Sisters	New Office computer	15-Jul-25	\$1,000	\$ 500.00	\$759
						\$759
	Inclusive sports				\$ 500.00	\$1,259

Kaiapoi-Tuahiwi  
Community  
Board  
10.136.100.2410

## GOVERNANCE

## Kaiapoi-Tuahiwi Community Board

# Discretionary Grant Application

### Information to assist groups with their application

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

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

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

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

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

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

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

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

**FILE NO and TRIM NO:** GOV-26-08-06 / 260415096169

**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD

**DATE OF MEETING:** 18 May 2026

**FROM:** Kay Rabe, Governance Advisor

**SUBJECT:** Ratification of the Kaiapoi-Tuahwi Community Board's submission to the Waimakariri District Council and Environment Canterbury's draft 2026-27 Annual Plans

**SIGNED BY:**  General Manager  Chief Executive

**1 SUMMARY**

- 1.1 The purpose of this report is to retrospectively ratify the Kaiapoi-Tuahwi Community Board's (the Board) submissions to the Waimakariri District Council's and Environment Canterbury's (ECan) draft 2026-27 Annual Plans.
- 1.1 The Board held a workshop on 15 April 2026 to discuss its submission. As the submission deadline fell before the next scheduled meeting, the established practice is to circulate the draft submission to Board members for review, incorporate any amendments, and have the Chair sign the final submission on the Board's behalf. If the Board decided to withdraw its submission, staff would do so as requested.

Attachments:

- i. The Kaiapoi-Tuahwi Community Board Submission to the Waimakariri District Council's draft 2026-27 Annual Plan (Trim Ref: 260407090422).
- ii. The Kaiapoi-Tuahwi Community Board Submission to Environment Canterbury's draft 2026-27 Annual Plan (Trim Ref: 260428104374).

**2 RECOMMENDATION**

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** report No. 260415096169.
- (b) **Ratifies** its submission to the Waimakariri District Council's draft 2026-27 Annual Plan (Trim Ref: 260407090422).
- (c) **Ratifies** its submission to Environment Canterbury's draft 2026-26 Annual Plan (Trim Ref: 260415096188).
- (d) **Notes** that the Board Chairperson and/or Deputy Chairperson will speak at the Waimakariri District Council Submission Hearings to convey the Board's view in person on Thursday, 7 May 2026.

### 3 **BACKGROUND**

- 3.1 The Board's goal is to actively participate in ECan and the Council's budget processes to ensure equitable spending across the Waimakariri District, whilst being mindful of rates affordability. As part of the Annual Planning process, the Board aims to advocate to ECan and the Council on key issues and priorities for the Kaiapoi-Tuahiwi area, through their Annual and Long Term Plan Processes.
- 3.2 The submission period for ECan's draft 2026-27 Annual Plan closed on 31 March 2026, and the submission period for the Council's draft 2025-26 Annual Plan closed on 20 April 2026.

### 4 **ISSUES AND OPTIONS**

- 4.1 The Board's submission on ECan's draft 2026–27 Annual Plan, was prepared based on members' views and the Board's previous submissions. It was circulated to members for review and comment.
- 4.2 The finalised submission on ECan's draft 2026–27 Annual Plan was approved by the Chairperson and lodged on 31 March 2026.
- 4.3 The Council's Chief Executive and General Manager Finance and Business Support provided an overview of the Council's draft 2026–27 Annual Plan at the All-Boards Session on 18 February 2026. Subsequently, the Board held a workshop on 15 April 2026 to discuss its submission to the Council's draft 2026–27 Annual Plan.
- 4.4 The finalised submission to the Council's draft 2026–27 Annual Plan was approved by the Deputy Chairperson and lodged on 20 April 2026.
- 4.5 As the submission deadline fell before the next scheduled meeting, the established practice is to circulate the draft submission to Board members for review, incorporate any amendments, and have the Chair sign the final submission on the Board's behalf. If the Board decided to withdraw its submission, staff would do so as requested.
- 4.6 The following options are, therefore, available to the Board:
- 4.6.1 **Option One:** Retrospectively ratify its submissions to the Council's and ECan's draft 2025–26 Annual Plans. This is the recommended option.
- 4.6.2 **Option Two:** Request that specific points within the submissions to the Council's and ECan's draft 2025–26 Annual Plans be withdrawn.
- 4.7 **Implications for Community Wellbeing:**  
The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. The Board aims to advocate to ECan and the Council on key issues and priorities to ensure the overall wellbeing of the Kaiapoi-Tuahiwi Community.
- 4.8 The Management Team have reviewed this report.

### 4 **COMMUNITY VIEWS**

- 5.1 **Mana Whenua**  
Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report.
- 5.2 **Groups and Organisations**  
No other groups or organisations are likely to be affected by or have an interest in this report's subject matter.

### 5.3 **Wider Community**

The wider community is likely to be affected by or have an interest in this report's subject matter. Board members based their submissions on feedback from the Kaiapoi-Tuahiwi community.

## 5 **IMPLICATIONS AND RISKS**

### 6.1 **Financial Implications**

Should the Council decide to implement some of the Board submission points, there may be budget implications for the Council. The Board do not receive funding from sources other than the Council.

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

The Board's submissions to the Council and ECan's draft 2025-26 Annual Plans raise various concerns about sustainability and climate change.

### 6.3 **Risk Management**

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

### 6.4 **Health and Safety**

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

## 6 **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

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

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

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

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

### 7.4 **Authorising Delegations**

The Board is required to advocate on behalf of the Community to ECan and the Council on key issues and priorities for the community area, especially through the Annual and Long Term planning and budgeting process.

20 April 2026

**To:** The Waimakariri District Council

**Submission:** 2026/27 Draft Annual Plan

**From:** Kaiapoi-Tuahiwi Community Board

**Contacts:** Kay Rabe – Governance Advisor [com.board@wmk.govt.nz](mailto:com.board@wmk.govt.nz)  
Jackie Watson (Chairperson) [jackie.watson@wmk.govt.nz](mailto:jackie.watson@wmk.govt.nz)

The Chairperson respectfully requests to be heard with regard to this submission.

The Kaiapoi-Tuahiwi Community Board (the Board) would sincerely like to thank the Waimakariri District Council for the opportunity to make a submission to its 2026/27 Draft Annual Plan.

## **PROJECTS IDENTIFIED IN THE DRAFT ANNUAL PLAN**

### **1. Changes to Local Government**

The Board supports the Council's position in response to recent changes in local government legislation.

#### *RMA Changes*

The Board agrees that the proposed RMA reforms have the potential to reduce unnecessary regulatory burden, enable timelier development, and support the delivery of essential infrastructure and housing. At the same time, the Board recognises that residents of the Waimakariri District hold strong views about growth and its potential impacts, which must be carefully managed

#### *Rates Capping*

The Board does not support rates capping. Mandated limits on rate increases would constrain Council's ability to respond effectively to growth pressures, maintain infrastructure, and manage emergency events. As a high-growth district, Waimakariri relies primarily on rates and loan funding to fund infrastructure and services. Rates capping would significantly restrict long-term planning and investment.

The Board also notes the impact of rising inflation and fuel costs, which cannot always be accurately forecast in long-term planning documents, as demonstrated by recent events such as natural disasters, the COVID-19 pandemic, and fuel supply disruptions. Increased reliance on loan funding would negatively affect Council's long-term financial resilience.

#### *Infrastructure Funding and Financing Amendment Bill*

While the Board supports the principle that infrastructure should be delivered ahead of growth, it is concerned that unchecked growth risks undermining the character and identity that attract people to the district.

*Development levies*

The Board supports the principle of “growth paying for growth,” while cautioning against development driven solely by growth targets rather than community outcomes.

*Waimakariri’s view*

The Board supports Council’s summary and assessment of legislative changes. The Board strongly agrees that central government should provide greater financial support to local authorities, including the return of GST collected on rates, and fair contributions for services utilised by central government agencies.

## 2. **Local Water Done Well**

The Board supports Council’s decision to establish a standalone Water Services Unit and commends its leadership role in the Communities 4 Local Democracy initiative, which advocated for a reform model centred on local ownership and decision-making.

The Board was encouraged by the strong community support shown during consultation, with 97.2% of respondents in favour of this approach.

The Board also requests that Council consider its policy settings for properties not connected to reticulated water or wastewater systems. The Board recommends introducing incentives, such as a 20% reduction in connection fees, to encourage rural properties to connect. Over time, broader participation would improve environmental outcomes and distribute system costs more equitably.

## 3. **Rangiora Eastern Link**

While broadly supportive of the Rangiora Eastern Link project, the Board has concerns about escalating costs and questions the extent to which the project will alleviate congestion in the Southbrook area.

The Board recommends reconsidering the prioritisation of the Skewbridge project ahead of the Eastern Link, as it may represent a lower-cost solution and address a known safety risk within the road network. And requests that any future bridge design should include an “over / under” access for pedestrians and cyclists using the river corridor.

## 4. **Capital Programme**

The Board supports Council’s decision to reduce the capital works programme to better align with delivery capacity. However, it acknowledges the risk that some community board-led projects may be delayed. Clear prioritisation will be essential to ensure that critical projects remain at the forefront. The Board supports the proposed criteria for project prioritisation.

## 5. Council's Financial Position

The Board commends Council for maintaining a strong financial position during challenging times, reflected in a manageable debt level of \$1.45 for every \$1.00 of income. The Board recognises that prudent use of debt enables investment in important community assets, including pools, sports facilities, infrastructure, and libraries, while supporting affordable rates by distributing costs fairly across generations.

## 6. Additional

### *Underwriting Community Projects*

The Board commends Council's decision to underwrite the after-hours medical care facility and encourages Council to consider extending this approach to other strategically significant projects that deliver substantial community benefit.

The Board thanks the Council for considering this submission and acknowledges the effort made to minimise the proposed rate increase while continuing to deliver essential services.

Kind regards



Jackie Watson  
Chair  
Kaiapoi-Tuahiwi Community Board

Trim Ref: 260428104374

30 March 2026

Councillor Deon Swiggs  
The Chairperson  
Environment Canterbury Council  
200 Tuam Street  
CHRISTCHURCH, 8011

E-mail: [mailroom@ecan.govt.nz](mailto:mailroom@ecan.govt.nz)

Dear Sir

**Feedback from Kaiapoi-Tuahiwi Community Board (the Board)**

*What aspects of our work for 2026/27 matter most to you and why?*

- **Canterbury Biodiversity Strategy**  
The Board acknowledges the recent review of the Canterbury Biodiversity Strategy and requests that clear actions and accountabilities be developed to ensure the document delivers measurable outcomes rather than remaining aspirational. The Board also asks that an appropriate budget be allocated to support the successful implementation of these actions in the coming years.
- **Salinity of the Kaiapoi River**  
The Board thanks Environment Canterbury (ECan) for providing feedback on the recent report presented at the Waimakariri District Council workshop in March 2026. The Board remains concerned about the increasing salinity levels in the Kaiapoi River and requests that ECan consider mitigation measures for the human-induced impacts, including the removal of the bar at the river mouth and the high water-take consents that contribute to low flows in the Waimakariri River.
- **Baynons Brake Shingle Extraction**  
The Board wishes to express its concern regarding the inadequate communication from ECan on this matter and the resulting stress placed on local residents. The Board believes that a more effective communication and information-sharing plan could have been implemented and strongly encourages ECan to undertake a thorough review of its communication strategy for future projects.
- **Consent Monitoring**  
The Board wishes to raise concerns about the monitoring of consent conditions, particularly those relating to the Woodend Bypass project. The Board is aware that several environmental conditions set at the time of consent have not been fulfilled by the New Zealand Transport Agency. The Board is also aware of other consents within the district that have not been adequately monitored and urges ECan to place greater emphasis on ensuring compliance with environmental conditions.
- **River Health**  
The Board supports the ongoing work to improve river health across the district and encourages ECan to continue prioritising this important area.

- **Management of toxic algae**  
The Board requests that ECan allocate additional resources to the management and mitigation of toxic algae within the district's waterways.
- **Flood Protection and Stopbank Integrity**  
The Board thanks ECan for its recent work in this area and requests that further efforts be made to ensure the maintenance and enhancement of stopbanks along the Ashley River and other tributaries in the district. The Ashley River is a critical waterway, and any failure of its stopbanks would result in significant damage and hardship for the community. In addition, the Board supports continued stopbank integrity work of the Kaiapoi, Cam, and Waimakariri Rivers. please?
- **Public Transport**  
The Board reiterates its concern regarding the lack of effective public transport within the district, including no bus service in the Tuahiwi area, an issue made more pressing by the current global fuel crisis. While bus services to and from Christchurch exist, there is a notable absence of inter-town transport options within the Waimakariri District. This affects all residents, particularly the elderly. The Board urges ECan to review and improve transport provision for areas outside the Christchurch central city.

Thank you for allowing the Board to provide feedback to the 2026/27 Annual Plan.



Jackie Watson  
Chairperson  
Kaiapoi-Tuahiwi Community Board.

KAIAPOI DISTRICT HISTORICAL SOCIETY INC.  
Ruataniwha Kaiapoi Civic Centre,  
176 Williams St, Kaiapoi 7630

The Chair of the Kaiapoi-Tuahiwi Community Board  
Private Bag 1005  
Rangiora 7440

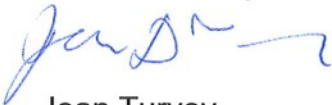
22 April 2026

The Chair and Members of the Kaiapoi District Historical Society would like to invite members of the Kaiapoi-Tuahiwi Community Board to our Annual General Meeting to be held in the Ruataniwha Civic Centre upstairs meeting room at 11am on Saturday the 23<sup>rd</sup> of May 2026.

Refreshments will follow the usual AGM business.

We hope you may be able to join us.

Yours sincerely



Jean Turvey  
Secretary

## KAIAPOI-TUAHIWI COMMUNITY BOARD

### CHAIRPERSON'S REPORT

*For the month of May 2026*

**Name: Jackie Watson**

<b>COMMUNITY INTERACTION</b>	<b>ISSUES RAISED</b>	<b>ACTION SUGGESTED</b>
<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>
MUBA	<i>Another look with staff at the Mixed Use Business Area plan for Kaiapoi to see if it is still relevant for further development.</i>	
<i>Anzac Day service</i>	<i>Presented the Community Board wreath with Abbie Campbell</i>	<i>A good turn out on an exceptional Autumn day</i>
<i>Pines Kairaki Beach Association Monthly meeting</i>	<i>They discussed their concern for the safety of road users at the controversial roundabout from the poor and illegal driving by some.</i>	
<i>ECAN transport, changes to buses</i>	<i>Presentation to Council on future improvements to the bus service</i>	
<i>Presentation of Board's submission to the Annual Plan</i>		
<i>Art Activation Plan</i>	<i>Met with Community team on next steps in the Arts Strategy for the district</i>	
<i>Email from concerned resident</i>	<i>Information sent about an applicant for the Courtenay Drive social housing.</i>	<i>Passed on to staff</i>
<i>Email from KiwiRail</i>	<i>Increasing numbers of walkers and cyclists using the railbridge near the Passchendaele Walk is of concern.</i>	<i>Passed on to staff</i>

- \* *The purpose of the Chair'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.*
- \* *The Chair is urged to submit a written report in time for inclusion in the Community Board Agenda for the community's benefit.*

## Kaiapoi-Tuahiwi COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE FOR May 2026

**Member's Name: Tim Bartle**

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>
Parking and Traffic Bylaw 2026 Hearing.		
Gravel extraction has now started from the Waimakariri	A number of residents are not very happy about it.	
Waimakariri Health Advisory Group (WHAG) meeting		
LGNZ zoom: Infometrics' Brad Olsen on the fuel crisis	Concerns about how the flow on effects of the fuel rise has not really hit us yet.	
I attended four of the ANZAC Ceremony's.	There was a great turn out.	
LGNZ Conference.	LGNZ appears to be back on track working for all the council's interest, which is good news.	
Annual Plan Submissions Hearings	Most Submitters are happy with the direction the council is going.	
Central government has told councils to organize who they want to amalgamate with, or they will choose for us.	We have three months to decide. This is not enough time for public consultation and to me is not how democracy should work.	

\* *Board-related information.*

\* *Members are urged to submit written updates in time for inclusion in the Community Board Agenda for the community's benefit.*

## KAIAPOI-TUAHIWI COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE

*For the month of April 2026*

**Member' Name: Abbie Campbell**

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>
WHAG	<p>WHAG were presented a talk from TEND who offer a free mental wellness support service for rural communities. www.tend.nz</p> <p>WDC Community Team Update – developing an advisory group on homelessness.</p> <p>Mayors taskforce for jobs has placed 31 young people in full time employment</p>	n/a

- \* *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.*
- \* *Members are urges to submit written information exchange in time for inclusion in the Community Board Agenda for the community's benefit.*

## KAIAPOI-TUAHIWI COMMUNITY BOARD

### MEMBERS INFORMATION EXCHANGE

*For the month of April*

**Member' Name: Shona Powell**

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>
Pegasus Community Centre	Site visit to acknowledge the roof going on. Since then, windows have been installed and fully closed in. Electrical first fix underway	
Rangiora After Hours Health Hub	Site visit to show Health NZ Managers progress. On schedule for completion later this year. An important facility for North Canterbury to save locals from having to travel into Christchurch for after hours healthcare.	
Sefton Hall Committee meeting	Along with Greenspace staff member we spoke about next steps to get the process moving and how Council could assist.	Hoping to hear back from them soon.
Chaired Creative Communities Assessment Committee meeting	Assessed the first round of applications for 2026. The Creative Communities Scheme (CCS), in partnership with the Waimakariri District Council, supports local artists with funding for their creative projects. There are two funding rounds each year. Full information at <a href="https://www.waimakariri.govt.nz/council/funding-and-grants/creative-communities">https://www.waimakariri.govt.nz/council/funding-and-grants/creative-communities</a> .	Please encourage any artists you know to look at the scheme.
ANZAC Day Services	Attended at Sefton, Pegasus Dawn and Kaiapoi Dawn. All were very moving at well attended.	
Attended LGNZ Zone 5 and 6 (South Island) conference in Christchurch	Good to talk with Councillors and Mayors from other areas on their issues, challenges and what is working for them.	
Attended meeting with Baynon's Road and surrounding area residents	Listened to their issues with the route gravel trucks will take transporting gravel from Waimakariri River for the Woodend Bypass early work as fill for the quarry lakes. Issues are speed, number of trucks, noise, vibration, and safety and they would like another route. Gravel for the Bypass is also to be extracted from the Ashley/Rakahuri River.	Looking to the future there is likely to be a very large quantity of gravel to be removed from this section of the Waimakariri River over time so Council are in the process of setting up a Gravel Haulage Reference Group to consider options for haulage of gravel from the Waimakariri River over the longer term including the existing road network and potentially a more permanent haulage route or routes.

Annual Plan hearings	Council heard 24 submissions, including KTCB.	
Environment Canterbury - Greater Christchurch Public Transport Review	Seeking feedback on what would make Metro buses and ferries work better. Online survey and public engagement from 13 May – 24 June. <a href="https://haveyoursay.ecan.govt.nz/metroreview">https://haveyoursay.ecan.govt.nz/metroreview</a> .	Need to encourage people to put their feedback in.

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# KAIAPOI-TUAHIWI COMMUNITY BOARD

## MEMBERS INFORMATION EXCHANGE

*For the month of April*

**Member' Name: Brent Cairns**

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>
Met with all Promotions Associations to provide them an update about the Events Plan review		
Parking and Traffic Bylaw Hearing	Reviewing parking zones, residents exemption zones and overnight parking etc. 48 Formal submissions were received. With new bylaw to come into force in July 2026.	
Gravel Haulage	Work has started to transport gravel from Waimakariri and Ashley to fill the lakes off Smith St, Kaiapoi for the Woodend bypass. You may have seen Baynons road residents in media regarding trucks going up and down their road.	
Community and Recreation Update	Welcoming communities plan is looking to become accredited, Libraries pop up mobile service trial has been completed, Pools are looking at offering family focused offers during school holidays, offers to encourage new people to sign up to be pool users, libraries have around 400,000 visitors per year, with around 500,000 books loaned out. Recent survey had 250 people asking about the opening hours being extended, stash swaps, seed swapping area has been upgraded, musical instrument loan outs, means more people using the library for not only loaning out books.	
Road Safety update	Soon you see variable speed signs at schools. Kickstart motorcycle event in Kaiapoi in September. AA will start again their cycle light program, where they give kids lights for their bikes. 60 homes and buildings were transported to the Westcoast in the last 2 months, wind farm blades land into Timaru port and will be transported to Waipara, these blades are 80m long.	

Rangiora Town hall centenary	Collecting images and stories from people. These will be used for pictorial display, during a weekend of tours and shows.	
Waimakariri Public Arts Trust update	interviewing possible trustees to fill vacant spaces. Sculpture is to be created for Mainpower stadium along with sculpture to celebrate Kippenburgers life. The trust are updating their website and looking at additional projects i.e. decorating power boxes.	
Rating Review Working Party	Reviewing how we rate on a fair, transparent basis, how rates are distributed across the district.	
Annual Plan Submissions Hearing		
Kaiapoi RSA	Holding their AGM on Tuesday 12 <sup>th</sup> May 6pm at Kaiapoi club.	
Anzac events	Impressive turnouts at the 5 services I attended.	
LGNZ Conference	<p>Was able visit Parikouri which has swimming pools, hydrosrides along with courts for basketball, circus training etc. This was a Government Infrastructure project costing taxpayers over \$330million, plus the land.</p> <p>Te Kaha used \$300million of taxpayers funds, plus the land, combined with the Christchurch convention centre.</p> <p>These three earthquake projects received over 1.1billion in Taxpayer funding.</p> <p>Christchurch City Council is understood to have received around \$8 billion in Taxpayer funds for earthquake recovery</p> <p>Putting it into context, Waimakariri received earthquake project funding of a total of \$40.9 million.</p>	

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