Waimakariri District Council

Agenda

Tuesday 26 May 2026

Commencing at 8.30am
Council Chamber
215 High Street
Rangiora

Members:

Mayor Dan Gordon
Deputy Mayor Philip Redmond
Cr Tim Bartle
Cr Brent Cairns
Cr Wendy Doody
Cr Tim Fulton
Cr Jason Goldsworthy
Cr Niki Mealings
Cr Bruce McLaren
Cr Shona Powell
Cr Joan Ward

WAIMAKARIRI
DISTRICT COUNCIL

WAIMAKARIRI
DISTRICT COUNCIL

The Mayor and Councillors

WAIMAKARIRI DISTRICT COUNCIL

A meeting of the Waimakariri District Council will be held in the Council Chamber, 215 High Street, Rangiora on **Tuesday 26 May 2026** commencing at **8:30am**, for the purposes of deliberating the Draft Annual Plan 2026-2027.

Sarah Nichols
GOVERNANCE MANAGER

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

The Annual Plan in scheduled for adoption on 16 June 2026

Note that public submissions will be considered in conjunction with each Council department.

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

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

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Waimakariri District Council Annual Plan 2026/27 Submissions Hearing held on Thursday 7 May 2026

18 – 38

RECOMMENDATION

THAT the Council:

(a) **Confirms,** as a true and correct record, the circulated Minutes of the Waimakariri District Council Annual Plan 2026/27 Submissions Hearing held on Thursday, 7 May 2026.

4. REPORTS

4.1 Draft Annual Plan 2026-2027 Special Consultative Procedure – Sylvia Docherty (Policy and Corporate Planning Team leader) and Helene Street (Corporate Planner)

RECOMMENDATION *39 – 45*

THAT the Council:

(a) **Receives** Report No. LTC-03-22 / 260511113183.

(b) **Receives** the Draft Annual Plan 2026 – 2027 Summary of Submissions and Officers Recommendations (attachment i – TRIM 260511112787).

(c) **Notes** that consultation on the Draft Annual Plan 2026-2027 was undertaken between 20 March and 20 April 2026, resulting in 59 submissions and 209 associated submission points for Council consideration.

(d) **Notes** that all submissions were received during the consultation period of 20 March to 20 April 2026.

(e) **Notes** that 117 submission points (56% of all submission points received) included feedback on the four key topics outlined in the Consultation Document: Local Government Reform, Local Water Done Well, the Rangiora Eastern Link, and Council's Capital Programme.

(f) **Notes** that hearings were conducted on Thursday 7 May 2026, with 25 submitters appearing before Council. Paper copies of all submissions were distributed to Council members prior to the hearing session.

(g) **Notes** that staff are now finalising the Draft Annual Plan, acknowledging that Council may determine further changes through the deliberations process.

(h) **Notes** that the Council is scheduled to adopt the Annual Plan on 16 June 2026.

(i) **Circulates** the report to the Community Boards for their information.

4.1A **Consideration Of Submissions To The Draft Annual Plan 2026-2027**

Note: Submissions related to each Council department will be considered in conjunction with Council department reports.

RECOMMENDATION

THAT the Council

(a) **Receive** all public submissions, **proforma**, noting the decisions would be finalised at the end of the meeting.

(b) **Notes** that Councillors were welcome to suggest amendments to recommendations as each public submission point is discussed through the agenda.

(c) **Notes** minor wording changes to the public responses are considered by Councillor agreement as each submission is discussed through the agenda.

4.2 **Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan** – Jason Recker (Stormwater and Waterways Manager), Kalley Simpson (3 Waters Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *46 – 56*

THAT the Council:

(a) **Receives** report No. 260504108497.

(b) **Approves** deferral of $178,700 of allocated budget from 2026/27 to 2028/29 for the Southbrook Pipeline – Southern Cross to Flaxton project.

(c) **Approves** additional LOS budget of $250,000 in 2026/27 and an additional $143,000 of renewals budget in 2026/27 for the Wiltshire/Green Pipework Upgrade Stage 2 project, for a total LOS budget of $674,035 and a total renewals budget of $143,000 in 2026/27.

(d) **Approves** additional LOS budget of $420,000 in 2026/27 for the Blackett Street Piping project, for a total LOS budget of $1,610,000 in 2026/27.

(e) **Approves** bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27 for the Railway Drain Treatment project for a total budget of $412,690.

(f) **Approves** reduction of $188,460 from the 2026/27 budget for the Three Brooks Enhancement – Middle Brook Tributary project.

(g) **Approves** bringing forward $140,000 from the Woodend Box Drain Treatment Facility Upgrade project budget from 2027/28 to 2026/27, resulting in a total budget of $165,000 in 2026/27.

(h) **Approves** additional LOS budget of $10,000 in 2026/27 for the Bay Road Drainage Upgrades project resulting in a total budget of $250,810.

(i) **Approves** bringing forward $50,000 from the Lehmans Road Stage 2 project budget from 2027/28 and 2028/29 to 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28 for the Lehmans Road Stage 2 project.

(j) **Approves** partial deferral of $421,150 from the Flannigans Drain Capacity Upgrades project construction budget from 2027/28 to 2028/29.

(k) **Approves** partial deferral of $264,100 from the Flannigans Drain Downstream Upgrade project construction budget from 2027/28 to 2028/29.

(l) **Approves** deferral of construction budget of $556,400 from 2026/27 to 2029/30 for the Mill Road Stormwater Management Area project.

(m) **Notes** potential for Council report in 2026/27 to bring forward $2,000,000 from the Rangiora Network Discharge Consent Implementation Works budget for a stormwater management area to treat runoff from the Newnham Street industrial area**.**

(n) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	**Proposed Change**	**Average Rating Impact on Scheme**	**Average Rating Impact by Area (Drainage)**	**Average Rating Impact across District**
Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)	Deferral of $178,700 of allocated budget from 2026/27 to 2028/29	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		
Wiltshire / Green Pipework Upgrade Stage 2 (Rangiora)	Additional LOS budget of $250,000 in 2026/27	0.59% ($2.13 per connection) from 2027/28	0.18%	0.01%
	Additional $143,000 of renewals budget in 2026/27	Renewals funding is collected through depreciation, so this budget advancement has no impact on rates as the funding has already been recovered.		
Blackett Street Piping (Rangiora)	Additional LOS budget of $420,000 in 2026/27	1.0% ($3.57 per connection) from 2027/28	0.30%	0.02%
Railway Drain Treatment (Rangiora)	Bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27	0.31% ($1.11 per connection) from 2027/28 instead of 2028/29	0.09%	0.01%

Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)	Reduction of budget of $188,460 from the 2026/27 Three Brooks Enhancement – Middle Brook Tributary project budget	-0.45% (-$1.60 per connection) from 2027/28	-0.14%	-0.01%
Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)	Bringing forward $140,000 of project budget from 2027/28 to 2026/27	Bringing the budget forward will have minimal impact on rates, as the total project budget remains unchanged, and the project programme and completion date remain the same.		
Bay Road Drainage Upgrades (Oxford Urban)	Additional LOS budget of $10,000 in 2026/27	0.35% ($0.91 per connection) from 2027/28	0.01%	0.00%
Lehmans Road Stage 2 (District Drainage)	Bringing forward $50,000 of budget from 2027/28 and 2028/29 to 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28	2.37% ($0.82 per connection) from 2028/29 instead of 2029/30	0.24%	0.02%
Flannigans Drain Capacity Upgrades (Oxford Urban)	Partial deferral of $421,150 of construction budget from 2027/28 to 2028/29.	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		
Flannigans Drain Downstream Upgrade (Oxford Urban)	Partial deferral of $264,100 of construction budget from 2027/28 to 2028/29.			
Mill Road Stormwater Management Area (Ohoka)	Deferral of the available budget of $556,400 from 2026/27 to 2029/30			

(o) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken, and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

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

4.3 **Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan** – Caroline Fahey (Water and Wastewater Asset Manager), Kalley Simpson (3 Waters Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *57 – 67*

THAT the Council:

(a) **Receives** Report No. 260428104508.

(b) **Approves** new partial renewal (62%), growth (13%) and level of service (25%) budget of $2,200,000 in 2026/27 to fund the renewal of the 200mm PVC water main on High Street Rangiora due to the very poor condition of the pipe that is at high risk of another failure occurring in the next few years with major consequences to the town centre businesses and properties when it fails.

(c) **Approves** reduction in the Rangiora Water Headworks Renewals budget from $785,250 to $261,750 in 2026/27 for the renewal of VSDs, harmonic filter and chlorine tank at the Southbelt and Ayer Street treatment plants. Noting that this will free up additional budget to fund the High Street Rangiora water main in 2027/28.

(d) **Approves** new level of service budget of $40,000 to extend the existing 63mm PE rider main on West Belt to improve the water level of service of the network. Noting that the timing of this work is to align with the upgrade of the West Belt/Oxford Road roundabout that has been planned for construction in 2026/27.

(e) **Approves** new growth budget of $35,000 to extend the150mm water main from the Bellgrove Rangiora development to Golf Link Road to cater for future growth. Noting that this work will be undertaken as part of the new subdivision works which provide efficiencies and cost savings to Council to complete this work at the same time rather than in the future.

(f) **Approves** bringing forward growth budget of $405,000 from 2027/28 to 2026/27 to fund the design and construction of a section of the Lehmans and Oxford Road link main at the at the Lehmans/Oxford Road intersection. Noting that the timing of this work is to align with the construction of the new roundabout that has been planned for construction in 2026/27.

(g) **Approves** retaining growth budget of $500,000 for the design and construction of a new water booster pump station in 2026/27 and deferring the remaining $1,113,010 from 2026/27 to 2027/28 for the Mertons Road and Priors Road Water Servicing Project. Noting that the remaining planned works to extend the water network to service growth in the area has been deferred due to a pause on the proposed development activity in the area.

(h) **Approves** additional budget of $600,000 to enable the Woodend Water Renewals project on Main North Road (State Highway 1) to be completed in 2026/27. Noting that the water mains are overdue for renewal and not progressing this work risks interruptions to the water supply due to failures occurring that will be costly to repair and likely to cause major disruptions due to the location of the water mains.

(i) **Approves** additional growth budget of $212,000 in 2027/28 to enable the new bore project to be completed for the Woodend-Pegasus water supply. Noting that this additional budget is required due to the unsuccessful drilling of the EQ4 bore which requires a new bore to be drilled to provide for redundancy and growth for the Woodend-Pegasus water supply. .

(j) **Approves** additional renewals budget of $50,000 in 2026/27 to enable the electrical renewals at the Chinnerys WTP and Pegasus WTP, including VSD replacements and control system upgrades to be completed. Noting that this work is essential to ensure that the water supply is able to continue meeting compliance requirements and provide level of service.

(k) **Approves** additional partial level of service (95%) and growth (5%) budget of $95,000 in 2026/27 to enable the new bore two project to be completed for the Garrymere drinking water supply. Noting that this project is critical due to the water supply currently having no source redundancy which has been identified to be an unacceptable risk to Council.

(l) **Approves** reallocation of renewal budget of $421,161 in 2026/27, i.e. retain $104,700 in 2026/27 and defer $316,461 to 2027/28 to allow the Oxford Rural 1 Headworks Renewal project to be completed over 2 financial years. Noting that there is no change to the overall budget with the proposed budget reallocation.

(m) **Approves** reallocation of renewal budget of $125,640 from 2026/27, i.e. retain $75,640 in 2026/27 and defer $50,000 to 2027/28 to allow the Summerhill Headworks Renewals project to be competed over 2 financial years. Noting that there is no change to the overall budget with the proposed budget reallocation.

(n) **Approves** additional level of service budget of $50,000 for the 2027/28 financial year to allow the Cust Storage Tank Pipework Configuration project to be completed over two financial years. Noting that the original budget had been based on an old estimate that has now been updated.

(o) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	Proposed Change	Average Rating Impact on Scheme	Average Rating Impact by Area (Water Supply)	Average Rating Impact across District
Rangiora High Street Water Main Renewal	New budget of $2,200,000 in 2026/27	3.48% ($16.26 per connection)	0.72%	0.12%
Rangiora Water Headworks Renewals	Reduction in budget from $785,250 to $261,750 in 2026/27	-0.87% (-$4.05 per connection)	-0.18%	-0.03%
West Belt Rider Main extension	New budget of $40,000 in 2026/27	0.07% ($0.31 per connection)	0.01%	0.00%
Golf Links Road Water Main Extension	New budget of $35,000 in 2026/27	Growth project Development Contribution funded.		
Lehmans and Oxford Road Link Main	Bringing forward $405,000 from 2027/28	Growth project Development Contribution funded.		
Merton Road and Priors Road Water Servicing	Retain $500,000 in 2026/27, deferring remaining $1,113,010 to 2027/28	Fully subsidised by developer		
Woodend Water Main Renewals	Additional budget of $600,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		
Woodend-Pegasus Source Upgrade	Additional budget of $212,000 in 2027/28	Growth project Development Contribution funded.		
Woodend-Pegasus Electrical Renewal	Additional budget of $50,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		

Garrymere Bore 2	Additional budget of $95,000 in 2026/27	3.1% ($125.54 per connection)	0.03%	0.00%
Oxford Rural 1 Headworks Renewals	Reallocation of budget from 2026/27, $104,700 in 2026/27 and $316,461to 2027/28	-2.21% (-$13.62 per connection)	-0.11%	0.02%
Summerhill Headworks Renewals	Reallocation of budget from 2026/27, $75,640 in 2026/27 and $50,000 to 2027/28	-1.04% (-$6.09 per connection)	-0.02%	0.00%
Cust storage tank pipework configuration	Additional budget of $50,000 in 2027/28	1.32% ($24.02 per connection)	0.02%	0.00%

(p) **Notes** that no additional budget has been requested for in this staff submission for upgrading the McPhedrons Bore 1 on the Oxford Rural 1 water supply should the hydrogeological assessment confirms that some physical modifications could be carried out to improve the nitrate levels of the bore as information to inform this are not yet being available at the time of the submission.

(q) **Notes** that no additional budget has been requested for in this staff submission for any upgrades that are required due to the DWQAR Level 3 rule changes that affects most of our drinking water supplies due to the updated rules not yet being available at the time of the submission.

(r) **Notes** that no additional budget has been requested for in this staff submission for the additional cost that could be incurred for the Ohoka Water Treatment Plant land purchase if the new subdivision (PC31) were to proceed. This was agreed as a condition in the approved land purchase agreement.

(s) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken, and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

(t) **Notes** that the net overall rating impact of the proposed changes to the Water supply budgets is 0.78%.

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

4.4 **Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annul Plan** – Caroline Fahey (Water and Wastewater Asset Manager), Kalley Simpson (3 Waters Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *68 – 75*

THAT the Council:

(a) **Receives** Report No. 260428104509.

(b) **Approves** new renewal budget of $40,000 in 2026/27 for renewal of wastewater pumps at Oxford WWTP.

(c) **Approves** new renewal budget of $20,000 in 2026/27 for renewal of wastewater pumps in Waikuku Beach at North Oval and Reserve Road WWPSs.

(d) **Approves** new renewal budget of $100,000 in 2026/27 for renewal of wastewater pumps at Rangiora WWTP EDS WWPS, Southbrook WWPS and Northbrook Waters WWPS.

(e) **Approves** new level of service budget of $50,000 for construction of generator shelter for the generator at the Rangiora WWTP EDS pump station**.**

(f) **Approves** new level of service budget of $60,000 for construction of a screenings bin shelter at the Woodend WWTP.

(g) **Approves** new Level of service budget of $60,000 for construction of a screenings bin shelter at the Kaiapoi WWTP.

(h) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	Proposed Change	Average Rating Impact on Scheme	Average Rating Impact by Area (Wastewater)	Average Rating Impact across District
Oxford Wastewater Pump Renewals	New renewal budget of $40,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Waikuku Beach Wastewater Pump Renewals	New renewal budget of $20,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Rangiora Wastewater Pump Renewals	New renewal budget of $100,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Generator Shelter at Rangiora WWTP EDS WWPS	New LOS budget of $50,000 in 2026/27	0.02% ($0.16 per connection)	0.02%	0.00%
Screenings Bin Shelter at Woodend WWTP	New budget of $60,000 in 2026/27	0.03% ($0.19 per connection)	0.02%	0.00%
Screenings Bin Shelter at Kaiapoi WWTP	New LOS budget of $60,000 in 2026/27	0.03% ($0.19 per connection)	0.02%	0.00%

(i) **Notes** that the dewatering budget of $1,055,730 available in 2025/26 for desludging of Kaiapoi WWTP Pond 2A will be carried over to the 2026/27 due to delays in letting of the desludging contract which has resulted in the contract expected to be completed only in the 2026/27 financial year.

(j) **Notes** that the Woodend WWTP UV upgrade project is likely to require additional budget in 2026/27 based on initial work that have been completed on assessment of options. However, there is insufficient information to inform budget changes at the time of the submission. Any future budget changes will be requested through a separate report to Council.

(k) **Notes** that no additional budget has been requested for extension of the existing wastewater network on Oxford Road (Oxford) to service a property that is currently located within the sewer rating area. This extension will be triggered when the property applies to connect to the wastewater network and will cost the Council approximately $50,000 to construct. If required, the new budget will be requested through a separate report to Council

(l) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

(m) **Notes** that the net overall rating impact of the proposed changes to the Wastewater budgets is 0.08%.

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

4.5 **Roading Staff Submission May 2026: Rangiora Eastern Link Road Summary of Submissions and Financial Implications** – Rob Kerr (REL Programme Manager), Joanne McBride (Roading and Transport Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *76 – 84*

THAT the Council:

(a) **Receives** Report No. 260506109809.

(b) **Notes** the Business Case for the Rangiora Eastern Link for co-funding under the National Land Transport Plan has been submitted to NZ Transport Agency (Waka Kotahi) and a decision on this is due shortly.

(c) **Notes** that the majority (58%) of consultation feedback was in favour of progressing the construction of the Rangiora Eastern Link, with 16% opposed.

(d) **Approves** advancing development of the detailed design, resource consenting and securing the land required for the project if NZTA co-funding is secured.

(e) **Approves** bringing forward $4.8 million to the 2026/27 Annual Plan for the project.

(f) **Notes** staff will provide the proposed procurement and delivery strategy for the project for Council consideration on 2 June 2026.

(g) **Notes** that additional work is underway to review the share development contributions in light of the increased growth areas in East Rangiora and this will be reported back to Council later this year.

(h) **Note**s that further funding decisions for the balance of the project will be made as part of the Long Term Plan 2027-37 process.

(i) **Notes** that Council will consider the scope and affordability of the project once detailed design and consenting are complete and the pre-tender estimate confirmed, expected to be in mid-2027.

4.6 **Staff Submission to the Annual Plan 2026/27 – Roading Budgets** – Joanne McBride (Roading and Transport Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *85 – 90*

THAT the Council:

(a) **Receives** Report No. 260504108577.

(b) **Approves** the proposed changes to capital budgets for the 2026-27 financial year as outlined in the following table:

Budget Name	Original 2026/27 Budget $	Proposed 2026-27 Budget $	Proposed 2027-28 Budget $	Comment
Land Purchase – Growth *Unsubsidised*	0	50,000	50,000	Developer Driven. High likelihood of need. Bring forward $50,000 from 27/28 to 26/27 (reduce 27/28 budget).
Cenotaph Corner	235,000	50,000	0	Likely need to upgrade the footpath outside the new BNZ corner building. Move budget of $185,000 to 28/29.
Stock Underpass Contribution	0	100,000	0	Two requests which are likely to generate requirement for Council share.
Tram Rd / No.10 Road - Intersection Upgrade	450,000	1,150,000	0	Estimated cost to undertake a full upgrade of the intersection including property purchase (subject to Council approval).
West Rangiora ODP	409,400	0	684,888	Move $409,400 from 26/27 out to 28/29 (total budget $637,696 in 28/29).
Rangiora Woodend Rd Improvements incl. Boys Rd (widen & hazard removal)	50,000	0	50,000	Move budget of $150,000 from 27/28 out to 28/29 (total budget $480,000 in 28/29). Timed with Woodend Bypass.
TOTALS	**$1,144,400**	**$1,300,000**		

(c) **Notes** that a review of Roading budgets has been undertaken to ensure the projects that are included within the budget are deliverable while still minimising any impacts to levels of service and ensuring we keep our commitments to NZ Transport Agency to deliver our programme of works as the co-funder of these projects.

(d) **Notes** that the result of these changes is an increase in capital expenditure in the 2026/27 financial year of $155,600.

(e) **Notes** that the Tram Road / No. 10 Road Intersection is the subject of a separate report and subject to Council approvals and NZ Transport Agency approval of co-funding allocation.

(f) **Circulates** this report to the Community Boards, for their information.

4.7 **Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan** – Kitty Waghorn (Solid Waste Manager) and Gerard Cleary (General Manager Utilities and Roading)

RECOMMENDATION *91 – 104*

THAT the Council:

(a) **Receives** Report No. 260428104569.

(b) **Approves** deferring the $270,000 budget allowance in the Waste Minimisation Account for the Southbrook resource recovery park upgrades PJ 101568 from 2026/27 to 2027/28.

(c) **Approves** deferring the $165,000 budget allowance in the Disposal Account for the Southbrook transfer station upgrades PJ 100843 from 2026/27 to 2027/28.

(d) **Notes** that these adjustments to capital works budgets do not have any rates implications in the 2026/27 financial year as they were being funded out of account surpluses.

(e) **Approves** increasing the GST-inclusive charges for WDC-branded rubbish bags as below:

i) Retail price from $4.00 to $4.10 per bag,

ii) Retail price from $20.00 to $20.50 per 5-pack,

iii) Retail price from $40.00 to $41.00 per 10-pack,

iv) Retail price from $100.00 to $102.50 per 25-pack, and

v) Wholesale price from $95.00 to $97.50 per 25-pack.

(f) **Approves** amending the following GL codes that are associated with WDC rubbish bag sales and purchases:

i) GL 10.400.020.1517 Refuse Bag Revenue increase from $304,070 to $309,880.

ii) GL 10.400688.2910 Refuse Bags increase from $17,530 to $22,870.

(g) **Notes** that this recommended 2.5% increase in bag charges has been set to recover a 30.5% increase in bag manufacturing costs owing to global oil price rises; and that the bag retail prices are set to fully recover the costs for manufacturing and delivery of the bags to retail outlets, their collection from kerbside and the disposal of the contents.

(h) **Approves** removing a $30,000 budget allowance for a Contestable Fund from the “Waste Minimisation Implementation” GL 10.402.261.2502 in the Waste Minimisation Account, reducing the operational budget from $218,894 to $188,894.

(i) **Notes** that the proposed budget adjustments do not have any rates implications and will not impact Development Contributions.

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

4.8 **<u>Staff Submission – Rangiora Airfield 2026/27 Financial Year Budget Change Requests</u>** – Duncan Roxborough (Strategic and Special Projects Manager)

RECOMMENDATION *105 – 112*

THAT the Council:

(a) **Receives** Report No. 260429105555.

(b) **Notes** there is a separate report to the Annual Plan deliberations meeting regarding Airfield Governance, seeking additional annual operational budget of $20,000 per annum to the airfield activity budgets for the purposes of engagement of an Independent Chairperson for the proposed Rangiora Airfield User Group, subject to this role being confirmed via adoption of the recommendations in the separate Airfield Governance Review report.

(c) **Notes** that some of the current multi-year capital project budgets (completing next financial year) at the airfield are currently expected to be delivered significantly under budget, although the impact of this including negative rates impacts (i.e. net reductions) cannot be fully forecast at this time.

(d) **Approves** additional one-off capital budget (Levels of Service) of $30,000 in the 2026/27 financial year to augment the existing forecast carryover budget for the purposes of upgrading airfield operational area boundary fencelines in order to meet the requirements of CAA Part 139 and the previous Aeronautical Study findings; noting that this loan-funded addition has a rates impact of $0.10 per property, or 0.00% (i.e. negligible) points.

(e) **Approves** additional one-off capital budget (Levels of Service) of $45,000 in the 2026/27 financial year for the purposes of completing main runway 07 – 25 renovations (north side); noting that this loan-funded project has a rates impact of $0.15 per property, or 0.00% (i.e. negligible) points.

(f) **Approves** additional one-off operational budget of $20,000 in the 2026/27 year for the purposes of anticipated solicitor and professional fees associated with ongoing engagement with Daniel and Annette Smith Investments Ltd for the private Airpark Development, including such matters as Private Developer Agreements, Land Transfer Agreements, and Airfield Access Agreements; noting that this has a rates impact of $0.79 per property, or 0.02% points.

(g) **Notes** that a number of other proposed projects to improve safety and levels of service at the airfield are currently unbudgeted and will be subject to future request to the forthcoming 2027/37 draft Long Term Plan process.

(h) **Notes** that future submissions to the Long Term Plan will also include additional budget requests in outer years for projects associated with the longer term development plans for the airfield and also associated with the adjacent private Airpark development (e.g. eventual runway extensions).

4.9 **Rangiora Airfield Governance Review 2026** – Duncan Roxborough (Strategic and Special Projects Manager)

RECOMMENDATION *113 – 161*

THAT the Council:

(a) **Receives** Report No. 260114005452.

(b) **Notes** that a review of Rangiora Airfield governance arrangements has been proposed for some time and that this review process is supported by the present Rangiora Airfield Advisory Group.

(c) **Notes** that since the appointment of the dedicated Airfield Manager and Safety Officer there has been a number of improvements in systems and management at the airfield.

(d) **Approves** the establishment of a new Rangiora Airfield Management Group and an Airfield Safety Team, and the creation of a new Rangiora Airfield User Group (RAUG) based on Option 1 within this report and with the membership outlined below.

- Rangiora Airfield User Group:
  - An independent chairperson
  - The Airfield Manager and Safety Officer
  - A representative for the airfield business operators who has a business/ operation on the airfield
  - A flight training representative operating at the airfield
  - A fixed wing representative (aircraft above 600 kg) operating at the airfield – (preferably Canterbury Aero Club but others may apply)
  - A fixed wing rep (aircraft below 600kg) operating at the airfield
  - A helicopter operators' representative, operating at the airfield
  - An Air Transport/commercial operators' rep (initially combined with Helicopter role above) operating at the airfield
  - A place holder for a representative of the Airpark development
  - The Councillor Portfolio holder for the Rangiora Airfield Deputy Mayor Philip Redmond.

(NOTE: It is possible that the roles described above could be filled by the same person/representative. The roles are reflective of the types of operations performed at the airfield).

(e) **Approves** staff advertising for an independent aviation expert with significant governance experience interested in Chairing the Rangiora Airfield User Group.

(f) **Approves** Deputy Mayor Redmond, Councillor Joan Ward and General Manager Community and Recreation as members of the recruitment panel for the Independent Chair position.

(g) **Approves** additional annual operational budget of $20,000 to the Airfield activity budget to enable compensation of the independent chairperson, in the event that a suitable volunteer candidate is not located; with the proviso that the approved budget may only be spent on chairpersons fees.

(h) **Approves** the Ex-officio members of the Rangiora Airfield User Group (or Advisory Group as the case may be) as being:
- The Mayor of Waimakariri District Council
- The Chief Executive of the Waimakariri District Council
- The General Manager Community and Recreation
- The Greenspace Manager
- The Strategic and Special Projects Manager.

(i) **Approves** the disestablishment of the present Airfield Master Plan subcommittee, noting that the purpose and duties of the previous subcommittee will be fulfilled by the new User Group.

(j) **Approves** Keith Vallance becoming a member of the Rangiora Airfield Safety Team as a consequence of a CAANZ requirement for him as a nearby airfield operator.

(k) **Notes** additional Option 1(a) is a variation to Option 1, that provides for the retention (outside of the proposed Rangiora Airfield User Group) of the Independent Adviser role of Bruce Drake for a term of 1 year transition period (from the date of decisions made in this report), on an on-call basis. This would allow the Independent Advisor time to pass on useful history to Council or the Rangiora Airfield Management Group when required.

(l) **Approves** the proposed Terms of Reference (TRIM 250619111394 attached to this report), membership and proposed objectives of the Rangiora Airfield Safety Team.

(m) **Approves** the proposed membership of the Rangiora Airfield Management Group:
- An independent chairperson (same person as the Rangiora Airfield User Group independent chair)
- The Airfield Chief Executive Officer. (General manager Community and Recreation)
- The Strategic and Special Projects Manager
- The Airfield Manager and Safety Officer
- The Airfield Asset Owner (Greenspace Manager)
- The Chief Executive would be ex-offico to this group.

(n) **Notes** that if the recommendations in this report are adopted, any present holders of positions on the Advisory Group that now become redundant will be notified by staff, along with acknowledgment and thanks on behalf of the Council for the many years of service provided by those role holders. This is principally the two independent council-appointed roles on the present Advisory Group (presently Keith Vallance and Bruce Drake), as well as the Sport Aircraft Association Rep (presently John Dugdale), and the Cadets Rep (Buzz Harvey).

(o) **Considers** in future through general Council business, some form of formal recognition of the services provided by any members of the present Advisory Group who would no longer occupy a position. Staff would work alongside Council to establish appropriate means of recognition to individuals.

(p) **Circulates** this report to all Community Boards.

4.10 **Annual Plan 2026/27 - Campgrounds Capital Budget Woodend Beach Campground Water Supply** – Rob Hawthorne (Property Unit Manager)

RECOMMENDATION *162 – 166*

THAT the Council:

(a) **Receives** Report No. (TRIM 260515116560).

(b) **Notes** the requirement for compliance with the Water Services Act 2021 by late 2030.

(c) **Approves** the transfer of transfer of $445,000 (unused capital budgets) from the Waikuku and Kairaki campgrounds to a new capital project for the Woodend Beach Campground, to support future water supply upgrades.

(d) **Approves** deferral of the sum of $445,000 currently being carried forward within the Camp Ground Capital Budget from the 2026 / 27 financial year to the following year, 2027/ 28.

(e) **Notes** this will allow more time for more detailed analysis and for Council to further consider options, financing and timing of any works through the 2027/28 Long Term Plan.

4.11 **Fees and Charges – Adoption of Fees and Charges Schedule for 2026/2027** – Maree Harris (Customer Services Manager)

RECOMMENDATION *167 – 192*

THAT the Council:

(a) **Receives** Report No.260512114341.

(b) **Approves** the attached schedule of fees and charges to be included in the Annual Plan 2026/2027, to take effect from 1 July 2026 (TRIM: 260514116098).

(c) **Notes** that the Building Research Association building levy becomes subject to GST from 1 July 2026.

4.12 **Budgeted Carry Forwards from 2025/26 to 2026/27 Financial Year** – Paul Christensen (Finance Manager)

RECOMMENDATION *193 – 206*

THAT the Council:

(a) **Receives** report No. 260515112785.

(b) **Adopts** the carry forwards as listed (260513114645) for inclusion in the 2026-27 Annual Plan.

(c) **Notes** the rates impact of the carry forwards is to reduce rates by an estimated 0.17% in 2026-27.

4.13 **Summary of proposed staff submission changes from Draft Annual Plan** – Chris Genet (General Manager Finance and Business Support)

This will be a supplementary agenda item.

5. CONSIDERATION OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN 2026-2027

Note: Submissions related to each Council department will be considered in conjunction with Council department reports.

RECOMMENDATION – refer item 5.1A.

At the end of the meeting:

The Council **resolves** that all proforma recommendations are adopted as per the debate and motion that occurred during the meeting.

6. QUESTIONS UNDER STANDING ORDERS

7. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

8. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

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

8.1 Staff Submission to the Annual Plan 2026/27 - Tram Road / No. Intersection Improvements

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
REPORT			
8.1	Staff Submission to the Annual Plan 2026/27 - Tram Road / No. Intersection Improvements	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per **LGOIMA Section 7 (2)(a), (g) and (i)**

CLOSED MEETING

Refer to Public Excluded Agenda (separate document).

OPEN MEETING

9. NEXT MEETING

The Council is scheduled to meet at 11:30am on Tuesday 16 June 2026 to adopt the 2026/27 Annual Plan.

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

MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL, FOR THE HEARING OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN 2026/27, HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON THURSDAY, 7 MAY 2026, AT 1.00PM.

PRESENT:

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

IN ATTENDANCE:

J Millward (Chief Executive), C Genet (General Manager Finance and Business Support), S Hart (General Manager Strategy, Engagement and Economic Development), G Cleary (General Manager Utilities and Roading), C Brown (General Manager Community and Recreation), S Docherty (Strategy and Business Manager), H Street (Corporate Planner), M Pugh (Community Development Facilitator), K Rabe (Governance Advisor) and P O'Loughlin (Governance Officer).

The meeting was adjourned from 3.00pm for refreshments and reconvened at 3.20pm.
The meeting was adjourned from 4.39pm for refreshments and reconvened at 4.52pm.

1. APOLOGIES

None.

2. CONFLICTS OF INTEREST

- Councillor Cairns declared a conflict of interest being a Committee Member of Food Secure North Canterbury.
- Councillor Powell declared she was the Chairperson of the Waimakariri Access Group.

3. HEARING OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN 2026/27

Submitter	Comments
Kaiapoi-Tuahiwi Community Board	Mayor Gordon welcomed Jackie Watson, Chairperson of the Kaiapoi-Tuahiwi Community Board (the Board), to present the Board's submission to the 2026/27 Draft Annual Plan. J Watson thanked the Council and spoke to the key items in the submission, noting the following: • Changes to Local Government ▪ The Board supported the Council's position on the Resource Management Act (RMA) changes and the proposed rates-capping framework. ▪ Regarding infrastructure funding and the Finance Amendment Bill, the Board noted the importance of ensuring infrastructure was in place before growth occurred, wherever possible. ▪ The Board expressed concern about "unchecked growth" in the Waimakariri District and the impact it had on residents' daily lives and on the rural character that many people valued. While the Board supported development levies and the principle that growth should pay for growth, it questioned whether all growth was beneficial or whether it sometimes negatively affected residents' perceptions of the district.

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The Board strongly agreed with the Council’s assessment that central government should provide greater financial support to local authorities, including the return of GST on rates and fair contributions for services.
<u>Local Water Done Well</u>

The Board was impressed that 97% of respondents supported the Council’s approach, noting strong local endorsement.
The Board requested that the Council review its policy for properties not connected to reticulated water or wastewater systems. It recommended incentives, such as a 20% reduction in connection fees, to encourage rural properties to connect, improving environmental outcomes and distributing system costs more equitably over time.

<u>Rangiora Eastern Link</u>

The Board expressed some concern that the project had proceeded, noting that improvements in Southbrook could attract additional traffic. While the Western Bypass had been well received by those travelling from the south, the Board questioned whether enhancing the Eastern Link might undermine the Western Bypass's effectiveness.
The Board also raised concerns about the lack of progress on the Skew Bridge, noting that flashing signs had been stolen and no improvements had been made. The Board reiterated its desire to see the Skew Bridge project advanced.

<u>Capital Programme</u>

The Board supported the project criteria but acknowledged that not all projects were financially achievable due to resource constraints.

<u>Council’s Financial Position</u>

The Board commended the Council for a strong economic management position in challenging times and applauded the efforts of the Council in the return rate per dollar.

Mayor Gordon thanked J Watson and noted that a business case on the proposed Rangiora Eastern Link Road had been submitted to central government, and the Council awaited a decision regarding funding. He confirmed that the Board would be briefed once an outcome was known. In addition, Mayor Gordon confirmed that the Skew Bridge remained an agreed priority project.
Councillor Fulton asked how the Skew Bridge would serve as part of the link to the Western Bypass, particularly in relation to Flaxton Road and the surrounding Mandeville and Swannanoa areas. J Watson responded that the Skew Bridge formed part of the connection to the Western Bypass, with traffic signals on Island Road and Flaxton Road marking the beginning of the bypass to Rangiora. She noted that the Skew Bridge, in its current condition and location halfway along the route, created a bottleneck and required improvement to fulfil its intended purpose.
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<tr><td>Rangiora-Ashley Community Board</td><td>
Jim Gerard attended on behalf of the Rangiora-Ashley Community Board. He advised that the Board was very supportive of the Council’s Draft 2026/27 Annual Plan and endorsed the Council’s strategic priorities and key consultation areas. J Gerard highlighted the following:

<u>Changes to Local Government.</u>

The Board supported the Council’s position on the changes to Local Government announced to date. The Board supported the rationale for abolishing Regional Councils but expressed concern regarding the additional responsibilities this could place on Mayors. The Board noted that Mayors already carried substantial workloads and emphasised the importance of balancing local and regional interests.

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- ▪ J Gerard observed that the Board did not support any move that would see the Rangiora-Ashley community absorbed into Christchurch, as this would overshadow the local community.

- Rates capping:
  - ▪ The Board was not opposed to rates capping, provided that key issues that must be considered, such as natural disasters, major emergency events and growth were factored.
- The Infrastructure Funding and Finance Amendment Bill
  - ▪ The Board supported the intent of the Bill but shared the Council's concerns regarding the mechanisms proposed to achieve its objectives.
- Development Levies
  - ▪ The Board supported the principle that growth should fund growth.
- Waimakariri View
  - ▪ The Board endorsed the Council's summary and assessment of recent legislative changes and strongly supported the call for increased central government financial support.
- Local Water Done Well
  - ▪ The Board commended the Council for taking a leading role nationally. It further noted, however, that smaller rural water supplies would require careful assessment regarding their ability to manage increased monitoring and regulatory costs.
- Rangiora Eastern link
  - ▪ The Board acknowledged no support in going ahead until Central Government funding was available for this. There had been concern about the estimated cost increase from $37.9 million to $65 million.
- Rates
  - ▪ The Board wished to commend the Council for maintaining one of the lowest rates in New Zealand, and over the last two to three years, it had been fiscally responsible.
- Tolling of the Woodend Bypass
  - ▪ The Board had always supported the proposed Woodend Bypass and supported its project objectives; however, the Board believed that introducing tolling would have some adverse effects on the community, particularly from northeast Rangiora and north of the Ashley River, who use the Ravenswood access, which could see regular commuters paying at least $5 per day.

Mayor Gordon thanked J Gerard for the Board's submission and advised that a briefing would be provided to the Community Boards regarding the proposed government changes.

Councillor Mealings asked for the Board's view on what improved recycling and waste infrastructure might look like. J Gerard observed that the Council had performed well in this area; however, as environmental expectations evolved, recycling would become increasingly important. He emphasised the need for cost-efficient systems and wider rollout.

Councillor Cairns enquired about noise from the road adjacent to the Loburn Sports Ground during the recent ANZAC service and whether the Board would support additional tree planting along the road edge. J Gerard noted that the Board would support planting trees, but also observed that many sports grounds near roads experienced similar noise issues.

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<tr><td>Oxford-Ohoka Community Board</td><td>
Sarah Barkle, Chairperson of the Oxford-Ohoka Community Board (the Board), presented the Board’s submission. She thanked the Council for the opportunity to speak and expressed confidence that the Council would continue to act in the district’s best interests, noting that it was a challenging time to progress significant work. She highlighted the following:

<u>Local Water Done Well</u>
S Barkle commended the Council’s work in this area, stating that the Council’s approach had been outstanding. She expressed pride in being part of the Council and acknowledged Mayor Gordon’s efforts. The Board noted that private well owners should continue to be supported and educated, and that those with private wells needed to be aware of their responsibilities. It was important to take a long-term view to ensure private well owners remained compliant with their schemes.
<u>Rangiora Eastern Link Road</u>
The Board felt it had not been provided with a clear understanding of the funding strategy for the proposed road. The Board’s support for progress on the project would depend on co-funding.
<u>Capital Programme</u>
Negotiating within this space was challenging due to the cost pressures and the scale of Council expenditure, and some industries faced higher inflationary impacts. The Board emphasised the importance of prioritisation, efficient strategic planning, and listening to local communities about which projects should take precedence.
<u>Rates Figures</u>
It was noted that the rates presented in the consultation document seemed to cover a wide range of increases. Some properties in Oxford and Cust would experience higher differentials than residential properties, meaning that an average increase of 4% did not reflect the reality for all ratepayers. S Barkle highlighted that isolated communities might not have the financial capacity to absorb higher increases.
Once the Local Water Done Well Governance Group was established, water rating should be considered holistically. As an essential service, funding for water and sewerage should be applied consistently across the district, regardless of location, to ensure affordability over time.

In conclusion, S Barkle observed that the Board was very appreciative of the Council, its staff, and the strong relationships they maintained. She noted that the Council should be proud of the budgeted items that could not be avoided and acknowledged the Board’s ability to contact staff when needed.
Mayor Gordon thanked S Barkle for the submission and her generous remarks.
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Submitter	Comments
Woodend-Sefton Community Board	The Chairperson of the Woodend-Sefton Community Board (the Board), Mark Paterson, attended via audiovisual link. M Paterson noted that the Board had reviewed the Council's Draft 2026/27 Annual Plan and supported it, including the proposed rate increase and the intention to keep it under 5%. The Board looked forward to the continued progress of strategic work and expressed support for the Rangiora Eastern Link Road, provided it was co-funded by central government. He highlighted the need for a long-term plan to address the challenges with Pegasus Lake. Mayor Gordon acknowledged the Board's concerns regarding Pegasus Lake and advised that a Council briefing on the lake was scheduled in June 2026, to which the Board would be invited. Councillor Fulton sought the Board's view on whether growth was adequately paying for growth in the Woodend-Sefton area, and whether the Council could improve its approach, particularly in relation to rating. M Paterson responded that the Board was hopeful that the updated Woodend/Pegasus Area Strategy would address the anticipated significant future growth. He advised that he was unaware of any rating issues requiring further comment. Mayor Gordon thanked M Paterson for presenting the Board submission.

Pegasus Residents Group Inc	The representative of the Pegasus Residents Group Inc (the Group), Miles Dalton, highlighted the following:
	• The increased fuel costs were impacting the ability to provide security support in the area.
	• Residents felt their concerns about the Pegasus Lake toxicity were not being addressed.
	• The Group was pleased that One NZ had announced fibre installation for Pegasus, meaning connectivity was no longer an issue.
	• A suggestion was raised to explore opening a road north from Waikuku to Pegasus, which could improve the financial viability of bus services.
	• Key findings of the survey regarding the Woodend/Pegasus Area Strategy included:
	  ▪ Pegasus Lake was the top priority for 48.5% of respondents, with concerns about water quality, usability, and a perceived lack of visible progress. The Group believed this was largely a communication issue.
	  ▪ 40% of respondents expressed safety concerns and wanted visible enforcement and preventative action.
	  ▪ 29.9% were concerned about the possibility of the Pegasus Golf Course being converted to housing, noting it was a key reason many purchased homes in Pegasus.
	  ▪ Respondents highlighted the need for additional public transport access routes in case of disaster and supported sealing the two southern roads into Pegasus.
	  ▪ There was an expectation that planning should anticipate future growth.
	  ▪ 20.6% supported more local markets or events, though M Dalton stressed the Group was not seeking to run large-scale events.
	  ▪ 12.4% of respondents indicated a desire for skate facilities.
	  ▪ Respondents also valued the community environment, local facilities, walking areas, and wetlands.

Submitter	Comments
	• The Group requested improved communication with clear direction and action for the community. In addition, it asked for equitable consideration for Waikuku, including assistance with security and support for monitoring around Ravenswood. Councillor McLaren passed on a suggestion to explore that may assist the group with costs associated with community security support. Mayor Gordon thanked M Dalton for his presentation, with no further questions.
Canterbury Museum Trust Board	Mayor Gordon invited the Canterbury Museum Trust Board (the Board) to present on its submission and welcomed Tom Thomson (Chairperson), David Ayers, Nigel Tecofsky, Sanye Te Aika, and Sarah Murray. Mayor Gordon acknowledged D Ayers as the Council's representative, recognised his many years of service, and noted his previous role as Chairperson of the Board. He also acknowledged T Thomson for his commendable leadership of the Canterbury Museum Redevelopment Project. T Thomson thanked the Council for its continued operational support and capital contributions. He then introduced the Board's current Acting Director, S Murray, to speak to the submission. S Murray thanked the Council for including the 4.2% Operational Levy in its draft Annual Plan 2026/2027. She highlighted the Museum's delivery of public experiences to more than 180,000 visitors annually, its Education Programmes, and its wide range of exhibitions. She advised that the Museum was requesting additional capital funding of $2.1 million, payable over four years, towards the fit-out of the redeveloped Museum, of which $77,152 would need to be included in the Council's draft Annual Plan 2026/2027. S Murray also acknowledged the Council's letter dated 24 April 2026 and the points raised, noting that a request had been made for a separate meeting to discuss these matters. She confirmed the Christchurch City Council's agreement to provide $1 million in capital funding in the first year of the Canterbury Museum redevelopment. N Tecofsky noted that securing the additional funding was essential before the building fit-out contract could proceed, as an additional $7.2 million in costs would be incurred if capital works were delayed by a further 12 months. A delay in securing capital funding had already added $5.1 million to project costs and moved the Museum's opening date to 2029. He noted that the overall project cost had reached $261.9 million, an increase from the previous year due to delays in receiving capital funding. The Board had secured $170 million in funding to date, sufficient to cover existing contracts. The remaining $32 million would be required from the four Councils, including $2.1 million requested from Waimakariri District Council, representing 3.6% based on a cash-flow. S Murray advised that the Board was aware of the cost pressures facing councils and had been actively pursuing cost-mitigation measures through alternative revenue streams. She noted that the Board was also developing an optimal charging model for Museum entry upon the facility's reopening. S Murray reported that current forecasts indicated approximately 800,000 visitors were expected in the first year of reopening, generating an estimated $83 million in economic benefit to the region.

Submitter	Comments
	In response, Mayor Gordon clarified that the Council had been awaiting confirmation of commitments from its partner councils before confirming its capital contribution to the Museum redevelopment. He emphasised that this approach had been necessary for prudent decision-making and was not intended to signal any lack of support for the Museum. Councillor McLaren asked, when the Museum reopened in 2029, how much of the projected $83 million generated in the first year would be returned to the Council. S Murray responded that she did not have that level of detail available at the meeting but would investigate the matter and provide an update to the Council in due course. Deputy Mayor Redmond questioned whether the Board had taken rates-capping constraints into account when calculating its financial projections. N Tecofsky replied that further work was required in the outer years of the forecast. He noted that the Board was committed to implementing an entry fee for the Museum upon reopening and would undertake research to understand the implications for prospective visitors. Deputy Mayor Redmond asked whether the Board was committed to not charging local residents for entry to the Museum. N Tecofsky noted that the Board was committed to this position. S Murray supported this, commenting that local residents already contributed through their rates, and confirmed that the Board was primarily considering charging international visitors. Responding to a question from Councillor Goldsworthy, S Murray confirmed that the Board was committed to exploring ways to reduce the impact of future requests from councils. Mayor Gordon expressed his appreciation to the Board for the work it had been undertaking and acknowledged the significant role the Canterbury Museum had long played within the wider community. T Thomson thanked the Council for its time and noted that Councillors were welcome to visit the Museum project at any stage. He added that the Museum upgrade remained under budget, despite some delays, and confirmed that the project was still on track to reopen in 2029.
Kaiapoi River Protection Society	Paul Williams and the other members of the Kaiapoi River Protection Society (the Society) were welcomed by Mayor Gordon. P Williams advised that the Society's submission related to the upcoming renewal of the Council's consent for the ocean outfall system, with particular emphasis on its serious concerns regarding the condition and operation of the Kaiapoi Wastewater Treatment Plant (KWWTP). He noted that a high-quality wastewater treatment system was an essential public health and environmental requirement. The Society considered the current KWWTP to fall short of the standard expected of a New Zealand community. P Williams expressed unease about the quality of wastewater discharged through the ocean outfall, citing visible sewage in the surf and dirty, sludgy water along Kaiapoi beach. The Society requested that the KWWTP undergo an immediate review, including an assessment of the feasibility of installing a sludge removal plant. Alternatively, they proposed reconfiguring the pond system to allow staged drainage of accumulated sludge, ensuring proper treatment prior to discharge, and preventing further build-up near the discharge area. P Williams tabled photos illustrating the Society's concerns.

Submitter	Comments
	In addition, P Williams expressed doubt about the accuracy of previous sludge surveys, reporting effects as minimal, and asked for independent verification. He noted the ecological impact on native bird species, including botulism among the birds, citing a previously reported figure of 5,000 bird deaths in a single year. P Williams observed that while recent numbers may be lower, it could indicate a decline in the bird population rather than an improvement in conditions. There was also the possibility that independent contractors might not always be able to retrieve deceased birds due to their locations in the ponds. Based on the Society's investigation, it also disagreed with the Council's listed cost of $30,000 for bird-deterrent systems. Former Fish and Game Councillor and founding member of the Silverstream Advisory Group, Gareth Free, supported the Society's submission and expressed his shared concerns regarding the Kaiapoi River and the KWWTP. He noted that, in his view, the plant was not functioning properly and was emitting toxins into the sea, which he believed would stratify at the flow level and move back up the Kaiapoi River. G Free further observed that the Central Government's introduction of mandatory water chlorination may have affected the bacterial breakdown processes that normally occur before wastewater reaches the KWWTP. He suggested that chlorination could be delaying the wastewater's transit time, resulting in its arriving at the plant with insufficient time for proper treatment and varying levels of sterilisation. Michael Bate spoke to the impacts on animal life, believing that these effects had not been properly reported. Deputy Mayor Redmond sought confirmation on when the photos were taken. P Williams confirmed that some of the photos were current and some were historical; the Society was unable to verify the age of the photos. Mayor Gordon reiterated that upgrades to wastewater infrastructure would not be deferred, particularly where the Council's engineers agreed with the concerns raised. He emphasised that wastewater treatment plants were critical infrastructure for the Waimakariri District and confirmed that the Council would review all issues presented, noting that some statements may not have been accurate. Mayor Gordon thanked the Society for attending.
Northern A&P Association	Mayor Gordon welcomed Duncan Lundy, Graham Reid, and Alistair Robertson representing the Northern A&P Association (the Association). D Lundy presented a proposal to develop designated roadside parking along Coldstream Road, adjacent to the Rangiora Showgrounds. He noted that the current roadside area was unformed and became muddy during the winter months, limiting its usability and contributing to undesirable vehicle behaviour. The Association believed that formalising the parking area would not only improve access to the MainPower Stadium and the Maria Andrews Sportsground but would also provide safer conditions for people walking to the MainPower Oval. D Lundy highlighted safety concerns for families with young children navigating the road in active traffic and expressed a desire to see safer, more functional conditions for users. He emphasised that the proposal would benefit the community, support local infrastructure, and reflect the importance of the recreational hub in Rangiora.

Submitter	Comments
	G Reid added that the area was poorly maintained from a roading perspective and that significantly better use of the Rangiora Showgrounds could be achieved if appropriate parking were developed. He noted that improved parking would enhance the area not only for sports teams operating there but also for Council use of the facility, emphasising that the benefits would extend beyond their own group. Mayor Gordon thanked the Association for its submission and advised that the development of parking at the Rangiora Showgrounds had been considered as part of the Council's 2026/27 Annual Plan process. He confirmed that this would be communicated to the Association once finalised. Responding to Councillor Cairns question, G Reid observed that the condition of Coldstream's roadside had improved noticeably, but only while the weather remained dry, and that the issues would likely return once conditions became wet again. Councillor Doody observed that the hedge significantly shaded the roadside parking area, which could affect the planned road works. She asked what the Association intended to do about the hedge. A Robertson explained that the hedge provided very good privacy and shelter for the showgrounds. Once the car park was formed with a hard surface, the shading from the hedge would not pose as much of an issue, apart from the possibility of water run-off. Mayor Gordon acknowledged the Association's representatives for attending and acknowledged the significant asset they managed on behalf of the community. The showgrounds were well used by the community, and appreciation was expressed for the Association's and its members' voluntary contributions.
Food Secure North Canterbury	Nicki Carter and Angela Clifford addressed the Council on Food Secure North Canterbury's (FSNC) Submission A Clifford drew attention to the importance of food security for local communities, noting a rapidly increasing demand for food support, with local food banks and social service providers experiencing unprecedented pressure and distributing record numbers of food parcels and meals. There was a need for a longer-term strategic response to address the systemic drivers of food insecurity in the region and to consider the roles the Council could play in developing a resilient and equitable local food system. A Clifford referred to the *Food Resilience Report* prepared by Nicole Davenport. In light of the report's findings, FSNC strongly urged the Council to act on the following key recommendations: • the establishment of a comprehensive Food Resilience Policy. • the development and implementation of edible-guided planting guidelines for food forests, community gardens, and green spaces. • the integration of local food production, processing, distribution, and retailing into the Economic Development Implementation Plan. • the ongoing protection of productive land to ensure the community's future food needs could be met. FSNCwas willing to support the Council in progressing this work.

Submitter	Comments
	Councillor Fulton enquired how FSNC would address the challenge of landowners consistently shifting to the highest-value land use. Councillor Fulton asked how this cycle could be broken when landowners were not prepared to grow food, either for personal use or commercially, because higher-value uses such as housing development tended to prevail. In response, A Clifford advised that leadership was required at both regional and local levels to establish a strategic plan or shared vision for how communities were expected to feed themselves. It was suggested that this could include the Mayoral Forum recognising food as critical infrastructure alongside water and energy, as well as collaboration between councils to articulate the need to protect productive land. Councillor Doody inquired whether FSNC accepted home-prepared food produce, and N Carter confirmed that home produce was accepted through Food Banks. Mayor Gordon expressed the Council's appreciation for the work undertaken by the FSNC.
Kaiapoi Park Trust	Mayor Gordon welcomed Graeme McDonald and Murray Sutherland from the Kaiapoi Park Trust (KPT). He acknowledged the work being done by the KPT in maintaining the Kaiapoi Park grounds. G McDonald advised that the KPT managed the Kaiapoi Park, which was not a Council-owned facility; however, it was a community facility gifted to the people of Kaiapoi over 100 years ago. The facilities were used extensively by the Rugby Club, Cricket Club, Hockey Club, local schools, and for various community events. It also served as the designated Civil Defence centre for Kaikōura. He emphasised that the park remained open to anyone in the community and was regarded as a valuable and well-used asset. G McDonald reported that the primary concern was the deteriorated condition of the carpark. The surface had been patched repeatedly over many years and had now become unsafe. The KPT expressed that, in their view, the carpark had reached a point where remedial work was urgently required. The KPT had obtained a quote for a full asphalt resurfacing of the carpark. Although only one quote had been received, they had consulted widely and believed the quote to be reasonable and reflective of the work required to ensure a long-term solution. They noted that the proposed work would prevent the need for further repairs for many years. G McDonald noted that the KPT had approached the Rugby Club, the Cricket Club, and several Kaiapoi businesses for support. Through this fundraising effort, they had secured $60,000 toward the total project cost; however, the full cost of the work was estimated at just over $145,000. The KPT was therefore requesting that the Council consider providing a one-off grant of $85,000 to enable the project to proceed. M Sutherland confirmed that if the cost increased, they would not seek additional funding from Council and would instead undertake further fundraising to cover any shortfall. Mayor Gordon sought confirmation of the anticipated project costs. G McDonald advised that the KPT had the project requoted recently, and the expected cost was approximately $146, 665.92 including GST. Mayor Gordon requested the KPT to submit the updated quote to the Council for further consideration.

Submitter	Comments
	Deputy Mayor Redmond observed that the current carpark was chip seal. He questioned whether the KPT had considered re-doing the carpark in chip seal rather than asphalt, noting that chip seal was generally a cheaper option. G McDonald acknowledged that chip seal would be cheaper. However, the KPT had taken guidance from the contractor and was seeking a longer-term solution. The intention was to complete the work to a standard that would not require further resurfacing for many years. M Sutherland added that much of the existing material could be retained and used as a base for the asphalt, resulting in a stronger, more durable surface. Although asphalt was the more expensive option, it was chosen for its higher quality and longer lifespan, with an expected durability of approximately 15 to 20 years. Deputy Mayor Redmond questioned whether the KPT receives any other funding from the Council. G McDonald confirmed that the KTP received a Community Recreation Grant from the Council for the annual maintenance of the Kaiapoi Rugby Club grounds. Councillor Cairns noted the significant pressure on Council to provide facilities such as changing rooms, showers, and toilets for many sporting venues, and observed that these amenities at the Kaiapoi Park had been funded and developed independently by the KPT. He asked what level of investment the KPT and associated organisations had contributed to the development and improvement of the park's facilities. G McDonald explained that most of the work had been funded by the Kaiapoi Rugby Club. Councillor McLaren questioned if the quote for upgrading the carpark included all the drainage requirements. G McDonald advised that the carpark was already configured with drainage infrastructure, including channels directing runoff into the stormwater system. As part of the proposed upgrade, the existing drainage would be tidied and improved. The KTP had already liaised with Council staff regarding the replacement or reinstatement of the drain covers to ensure the system remained functional and presented to a high standard. Mayor Gordon thanked the KPT for the extensive fundraising that they had already undertaken and affirmed that the KPT would be advised after a decision had been made.
Matthew Wilkinson	Matthew Wilkinson spoke to his submission, noting that he was presenting an idea for a gravel trail linking Rangiora, Cust, and Oxford. The concept originated from his experiences cycling with his children. He commented that while they enjoyed exploring the area, the current roadside conditions involved rough terrain and long grass, which made cycling challenging, particularly when carrying a child. M Wilkinson advised that a dedicated cycleway appeared to be a practical solution. He highlighted that such a trail would help connect the community, create opportunities for informal interactions between neighbours, and provide families with a safe way to reach local parks and facilities without needing to drive on high-speed rural roads. M Wilkinson noted that much of the underlying corridor already existed, as the old railway line bordered large sections of Oxford Road. He suggested that, with scraping and compacted gravel, significant portions of the trail could be constructed at relatively low cost, making it a strong development opportunity.

Submitter	Comments
	M Wilkinson further observed that the route also held historical significance. It followed pathways associated with early Māori trails, the former Cust Grand Prix route (1930s–1960s), and traditional mahinga kai sites. He suggested that a trail following these corridors could serve as a "living museum," celebrating local heritage and attracting visitors to North Canterbury, thereby supporting the local economy. In closing, M Wilkinson asked the Council to consider the proposal as part of the upcoming planning cycle. He believed that the district had a unique opportunity to use its history to strengthen community connections and improve safety for families. Responding to Councillor Cairns' question, M Wilkinson responded that the idea of a Rangiora to Oxford trail had not yet been socialised with local businesses, accommodation providers, or other stakeholders to gauge their support, as the concept was still relatively new and that he was only beginning to share it with others. He noted that wider engagement would be an important next step as the idea developed. Councillor Fulton asked whether there was evidence that people were already using the informal track along the corridor, noting that sections appeared to have been mown or worn into a footpath, suggesting regular use. M Wilkinson confirmed that he had observed people walking on the grass berm. He noted that although this was anecdotal, there were clearly areas where foot traffic had created visible paths, indicating that the route was already being used informally by members of the public. Councillor Fulton further questioned what level of surface quality would be appropriate for the proposed trail, noting that options ranged from sealed paths to graded gravel or rough tracks. M Wilkinson responded that a simple hard-gravel surface would be sufficient. The trail did not need to be a high-grade or sealed pathway, but rather a stable surface capable of accommodating pedestrians, cyclists, and potentially mobility devices. He noted that such a surface would meet the community's needs while keeping the project achievable. Councillor Doody asked whether anyone had assessed the condition of the old railway formation, including the existing mounds and compacted areas, and whether the underlying structure remained suitable for use as part of a trail. M Wilkinson responded that he had not sought expert advice on the matter. In his view, if the formation had originally been constructed to support heavy rail traffic, it would likely be more than adequate for pedestrian and cycle use. He acknowledged that this was an assumption but believed that much of the original base remained in place. He noted that further technical assessment would be required as the proposal progressed. Councillor Doody also asked whether M Wilkinson had spoken with others in the community about the proposal or whether any notification had been placed on local community pages. M Wilkinson advised that he had not yet undertaken wider consultation. He had considered posting the idea on the Customer Community Facebook page; however, he had not done so at this stage. He noted that he regularly spoke with nearby neighbours, but aside from these informal conversations, he had not yet shared the proposal more broadly. Responding to a question from Councillor Mealings, M Wilkinson observed that the former railway line seemed to have followed the Oxford Road corridor directly through to Oxford for the most part. Although there were likely sections where the line deviated slightly from the roadside.

Submitter	Comments
	Mayor Gordon thanked M Wilkinson for his submission, noting that this was the first time many Councillors had heard the proposal and that it appeared to be an idea worthy of further exploration.
North Canterbury Province of Federated Farmers	Lionel Hume addressed the Council on behalf of the North Canterbury Province of Federated Farmers (Federated Farmers). L Hume urged the Council to keep expenditure and rates increases within reasonable bounds, noting that increases should ideally remain aligned with the rate of inflation. He observed that fees and charges had risen by an average of approximately 6%, which Federated Farmers noted was higher than the Consumer Price Index (CPI) of 3.1%. Federated Farmers was also concerned regarding the impact of capital value-based rating on the farming sector, noting that high capital values resulted in farmers carrying a disproportionately large share of the rates burden. L Hume suggested that the Council consider applying a differential to the general rate to address this imbalance. L Hume encouraged the Council to maximise the use of targeted rates, which they argued more directly linked costs to the individuals who benefited from specific services, rather than distributing costs across all properties. Federated Farmers acknowledged and appreciated Council's continued prioritisation of an efficient and well-maintained transport network and water supply, stating that this was essential both for individual residents and for the effective functioning of the district's economy. L Hume also expressed support for the Council's focus on community safety, noting that this was a core responsibility of local government. L Hume queried the size of the operational surpluses shown in the Council's draft Annual Plan 2026/27. Federated Farmers was questioning why such large surpluses were required. It was acknowledged that the Council needed to fund capital projects and may wish to reduce debt, but clarification was sought on the scale of the surpluses. They emphasised the importance of the Council maintaining sound financial management on behalf of ratepayers. Councillor Mealings queried the source of the 7.7% figure referenced in the Federated Farmers submission. She noted that the Council's proposed rate increase was 4.91%, down slightly from the previously projected 4.95%. L Hume confirmed that the proposed rate was calculated from the data provided in the Council's financial statements. J Millward observed that Federated Farmers' calculation seemed to be based on gross figures, whereas the Council's stated 4.91% increase was growth-adjusted. He added that the same approach applied to fees and charges, with approximately 2% growth deducted from the headline figure. Councillor Mealings noted that the rates movement for large farms in the Waimakariri District was projected to be between 1.7% and 2.4%, with an average increase of 2.4% for smaller farms. In fact, the district had one of the lowest non-residential rates in the country, reflecting the Council's ongoing attention to ensuring that farmers received a fair and reasonable rating position within a predominantly rural district. Councillor Mealings referred to the Federated Farmers' discussion document on the potential consolidation of district and city councils and where the Waimakariri District would sit within the Federated Farmers' proposal. L Hume explained that the Federated Farmers' position was focused on fairness rather than any personal view. He noted that many members perceived metropolitan Christchurch as dominating regional decision-making and expressed concern that the interests of surrounding rural areas were sometimes overshadowed.

Submitter	Comments
	Councillor Fulton sought clarification regarding Federated Farmers' analysis of the Council's expenditure and rating settings. He observed that Federated Farmers often applied principle-based approaches in policy submissions and asked whether the organisation had undertaken any detailed assessment of Waimakariri District Council's rural–urban rating differentials, past rating reviews, or historical settings. Councillor Fulton further asked whether Federated Farmers intended to contribute to the upcoming rating review hearings. L Hume responded that the organisation had not completed a detailed analysis of Waimakariri's specific rating structures. He acknowledged that Federated Farmers had engaged in rating discussions with the Council in the past, sometimes to the organisation's benefit and sometimes to its detriment. L Hume confirmed that Federated Farmers would be contributing to the forthcoming rating review process. Mayor Gordon observed that the Federated Farmers submission contained several inaccuracies and noted that the Council would welcome the opportunity to meet with the organisation's policy team to explain the district's rating system in more detail. He confirmed that for large farms, the projected rates movement of approximately 1.8% was well below inflation and commented that some elected members, including him, had personally borne political consequences during the previous rating review, when the Council moved from a land-value to a capital-value rating system. Mayor Gordon noted that it would be appreciated if Federated Farmers could acknowledge, at some stage, the efforts Council had made in this regard. Mayor Gordon emphasised that the Council worked hard to support its rural communities and that it was disappointing to see some of the assertions made in the submission. He reiterated that Council valued its relationship with Federated Farmers and wished to continue working collaboratively. Mayor Gordon, therefore, invited Federated Farmers to meet with Council staff and elected members so that their policy team could gain a clearer understanding of the district's rating framework and ensure that future submissions more accurately reflected Council's position.
Mark Maxwell	M Maxwell spoke to his submission, which focused on the proposed establishment of the North Canterbury Community Foundation, based on the philosophy that people "give where they live." He noted that there were eighteen community foundations nationwide, including the Top of the South Foundation; however, it did not cover Kaikōura. He had been involved with the Community Foundation movement since 2003 and had promoted the concept nationally. He was in the process of establishing his own charity to promote and support community foundations around the country. M Maxwell expressed concern that centralisation of community organisations removed decision-making from local communities and placed it in the hands of regional bodies. He believed the Council should consider supporting the establishment of a new North Canterbury Community Foundation that would include the Hurunui and Kaikōura Districts. M Maxwell requested that the Council consider leading the conversation and working with Hurunui and Kaikōura District Councils to establish a North Canterbury Community Foundation. Councillor McLaren asked whether Community Foundations of Aotearoa NZ should be approached as the first point of contact, rather than the Council. M Maxwell advised that he had spoken with the National Body; however, it was experiencing challenges in meeting operating costs and therefore preferred to follow a regional model.

Submitter	Comments
	Councillor Doody sought clarification on the process for establishing a new community foundation. M Maxwell observed that it would be best to establish a project team to lead the foundation's formation. However, he emphasised that this should not be a Council-run project, although the Council should remain connected to the initiative and may wish to have representation on the Board of Trustees. He added that the project team would also need to identify suitable trustees to carry the work forward. The Mayor thanked M Maxwell for his presentation.
Olwen Glanville	Olwen Glanville opted not to attend.
Spokes Canterbury	Spokes Canterbury Submissions Co-ordinator, A Scott, addressed the Council on the Group's submission (Trim Ref: 260511112848). She highlighted the following: • Economic benefits of encouraging increased cycling, particularly considering rising fuel costs. • The current cycle network gaps included the need for a separated cycleway between the Passchendaele Memorial Path and the Rangiora Town Centre; the installation of a Woodend–Kaiapoi cycleway, and the continued development of safe cycle connections to schools. • The Council should continue the promotion of Park and Ride facilities for cyclists at key bus stops. • Small changes that could make a significant difference, such as: ▪ speed reductions, particularly in rural areas near schools. ▪ improved bike-parking facilities. ▪ better signage and wayfinding. ▪ removal of "staples" in alleyways and application of reflector tape on bollards. ▪ stronger enforcement of parking infringements. ▪ provision of good-quality, wide footpaths for pedestrian safety and less-confident riders. Deputy Mayor Redmond asked whether A Scott believed that speed limits should apply to shared pathways. A Scott agreed that user safety should be the priority and noted that some cyclists needed reminders to travel at appropriate speeds. Councillor Cairns questioned whether Spokes Canterbury had identified key locations for bike parking. A Scott undertook to arrange for that information to be circulated. In relation to bike parking provision at Park and Ride facilities, A Scott advised that expensive cages were not necessary; an adequate number of simple staple-style stands would be sufficient to secure bicycles. The Mayor thanked A Scott for her presentation.
Ohoka Domain Advisory Group	The representatives of the Ohoka Domain Advisory Group (the Group), Annie Bonifant and Ron Allison, read the Group's submission, which included the following points: • The Group thanked the Council for previous funding, which had been used for additional planting, lodge maintenance, and the purchase of a storage shed. • The Group, made up of committed Committee members and Working-bee Volunteers, had received strong support from local residents. • They reported successful pest-control efforts, with significant numbers of rats, mice and weasels trapped.

Submitter	Comments
	• They acknowledged the contributions of Councillor Mealings and Oxford-Ohoka Community Board member W Godfrey. • They Group was concerned about young people using e-bikes and e-motorbikes in the reserve and requested Council assistance to help mitigate this unwanted activity. • They advised that school pupils had contributed volunteer hours through the William Pike Challenge. • The Gate Keepers Lodge was an important feature of the reserve. The exterior had been renovated and painted, with maintenance undertaken to preserve the work. The interior of the Lodge had also been completed, including floor refinishing, painting and wallpapering. The shed had been purchased to store equipment previously kept inside the Lodge; following the restoration, a new storage solution had been required. • The Group requested the Council's assistance to fund security cameras to protect the asset and to support the replacement of bargeboards. In response to a request from Councillor McLaren for clarification on the funding sought, A Bonifant advised that the Council currently provided approximately $12,000 for plants and maintenance. She noted that the Group had requested that a portion of this grant, currently ring-fenced for plants and maintenance, be used instead to purchase a security camera and replace the bargeboards. Councillor Fulton asked about the long-term plan for the Lodge, including whether it might have a visitor plan. A Bonifant explained that it could potentially become a small museum with appropriate furniture, although this would be a later stage, as restoration work was still being finalised. She noted that open days could be an option and confirmed that the building was heritage-listed. Councillor Fulton noted that funding was available through the Heritage Fund. The Mayor thanked the Group for its work and achievements and commented that the reserve looked wonderful.
Sandra Stewart	S Stewart spoke to her submission and outlined the following points: • Requested a review of rates relating to water services, emphasising equity and fairness so that residents who did not receive services were not required to pay for them. • Supported rationalising water supply across all systems. • Recommended discounting sewer-connection charges for existing properties to reduce reliance on septic systems and mitigate ecological impacts within the Waimakariri District. • Noted that this approach would broaden the rating base, which would be beneficial for the district in the long term. • Expressed concern about the effects of dredging and reduced river flows, driven by upstream water takes, on the Kaiapoi River, noting that these factors were contributing to saline intrusion and negatively affecting local biodiversity. • Did not support the Rangiora Eastern Link and considered that the Skew Bridge should be prioritised instead. • Suggested that, if congestion remained an issue, the Council should consider tolling sections of congested roads.

Submitter	Comments
	In response to a question from Councillor Fulton, S Stewart advised that the current rating system combined targeted and general rates, which she considered confusing and inefficient. She recommended that the Council adopt a clear and consistent rating approach. S Stewart also noted that the existing system had evolved following amalgamation, resulting in some rural residents contributing to infrastructure costs despite limited access to services. The Mayor thanked S Stewart for her submission and acknowledged her long-standing commitment to water-related matters within the district.
Alcohol Healthwatch	A Galloway and J Lamm were scheduled to present via audiovisual link; however, due to technical difficulties, they agreed to rely on their written submission.
Gillian Giller	G Giller spoke to her submission, requesting that a Park Ranger be employed to undertake weed control and manage planted areas within Council parks and reserves, including Matawai Park. She noted that identifying and targeting invasive weed species required specialist skills and timely intervention, and that this approach would be more cost-effective in the long term. G Giller also requested that the Council initiate a Capital Works Programme to improve the Five Cross roads and Gressons Road/Rangiora–Woodend Road intersections. In addition, she sought the installation of right-turn bays as a safety measure for vehicles turning onto and off Rangiora–Woodend Road. In response to a request from Councillor Powell for clarification regarding the right-hand turn at Gressons Road, G Giller agreed that turning lanes were needed on both Rangiora–Woodend and Gressons Roads. She noted that large trucks often did not wait for an adequate gap in traffic and instead merged into the traffic stream when opportunities arose. G Giller also suggested that no-stopping restrictions be implemented to prevent vehicles from parking near the intersections, which she believed further increased the safety risk. Councillor Powell queried the volume of traffic turning into and out of Gressons Road. G Giller acknowledged that only a small number of vehicles used the intersection each day; however, she considered it unsafe, particularly when a vehicle was parked on the left-hand side of the road. The Mayor noted that the Five Cross roads was a complex matter and the Council was investigating to identify the best possible solution. He thanked G Giller for her submission and advised that her suggestions regarding a Park Ranger and Gressons Road would be considered further, although they were not current priorities.
Ross Williams	R Williams introduced himself, provided an overview of his background, and spoke to his submission, which included the following points: • He supported the proposed changes to Local Government, noting that reducing paperwork and red tape could help reduce rates. • He believed amalgamation would reduce duplication in both staff and tasks, although he expressed concern that smaller communities might not receive adequate funding under such a model. • He supported the Local Water Done Well approach, stating that it appeared logical. • He supported progressing the Rangiora Eastern Link, noting that delays would only increase costs.

Submitter	Comments
	In response to a question from Councillor Fulton regarding the cause of increased salinity in the Kaiapoi River, R Williams, as a long-standing resident of Kaiapoi, suggested that the increase was a consequence of the earthquakes. He noted that all the willows along the riverbanks had died shortly after the earthquakes, which he believed contributed to the issue.
Martin Pinkham	M Pinkham spoke to his submission (Trim Ref 260511113189), which included the following points: • Support for a Northern Canterbury authority, amalgamating Christchurch, Selwyn, Hurunui, Kaikoura, and Waimakariri. • Support for a joint Council-controlled Organisation (CCO) and believed the submitters' evidence was ignored. Excellent example in Transwaste. • Believed that the Capital Works Programme and the Annual and Long-Term Plan processes were flawed. • Raised the following other matters: ▪ Fuller Street clean-up of the road verge that links Kaiapoi Central to Kaiapoi West. ▪ Mafeking Bridge widening. ▪ Town Entry Signage. ▪ Purchase of 65 Hilton Street. The Mayor thanked M Pinkham for a very detailed submission.
Louise Johns	L Johns introduced herself and spoke to her submission, highlighting the following: • Requested that the Council maintain momentum and continue to build on its support for, and promotion of, the arts within the district. • Advised that local councils collectively invested between $500 to $600 million per annum in the arts sector, and that for every dollar invested, the return was approximately $3.50. • Expressed concern that no data was currently available on the Council's investment in the arts. • Noted that 62% of New Zealanders believed the arts should receive public funding, and 67% believed that arts facilities contributed to wellbeing and vibrancy within a community. • Suggested introducing an arts levy for all developers to support increased funding for the arts. • Proposed offering incentives such as reduced rent and short-term peppercorn leases for arts-related pop-ups. • Recommended upgrading and expanding advertising, promotional displays, and performance areas within Council-owned public buildings. • Requested that an Arts Advisory Team be established to report directly to the Council, rather than relying on a single facilitator within the Community Team. • Noted that Visit Waimakariri's mission statement should reflect the promotion of arts and culture, and that its social media presence should include a monthly update with current images showcasing arts activity in the district. In response to a question from Councillor Fulton regarding Visit Waimakariri, L Johns advised that while the site was informative on food and beverage establishments, cycle trails, and similar content, it made no reference to the arts. She noted that the Waimakariri District had three art galleries and a thriving musical and thespian culture, yet these attractions received little or no promotion.

Submitter	Comments
	L Johns added that each gallery hosted more than ten exhibitions per year, and that where arts content was included, it was often accompanied by outdated photographs. Councillor Cairns asked whether L Johns had used the Visit Waimakariri site, and she confirmed she had. Councillor Cairns observed that, based on L Johns' estimate, a $3,500 levy applied to 750 new builds per year could generate approximately $3 million for the arts programme. L Johns agreed this would be a good start but noted that, based on national investment levels, the Council should have been investing closer to $50 million. L Johns expanded on this point, noting that arts funding should not be limited to painting and sculpture, and should also support the film industry, architecture, and music. She also observed that significantly more public funding was directed toward gambling in New Zealand than toward the arts. The Mayor thanked L Johns for her presentation.
Oxford Gallery	L Nolet, Chairperson of the Oxford Gallery, spoke to the submission and highlighted the following: • Thanked the Council for its annual grant. • Advised that the Gallery was ready to launch a three-year strategic plan. The primary strategic focus of the plan was the wellbeing of young people in Oxford. • Advised that the Gallery intended to provide young people with hands-on arts opportunities, including singing and acting workshops, to support self-expression. The initiative would require administrative and financial support and would request a $5,000 grant to enable the programme to be established. • Described wellbeing as the absence of mental-health issues and noted that wellbeing fostered a sense of purpose and belonging, especially in areas such as Oxford, where young people were geographically and socially isolated due to the lack of public transport. • Acknowledged that schools provided arts education; however, the proposed programme would focus on young people under 24, noting that many teenagers left school at 16. • Advised that the proposal was intended as a three-year programme to build trust and enable longer-attending participants to support newer members. In response to a request from Councillor Cairns for a financial snapshot of current programmes, L Nolet advised that all funding was tied to specific programmes and that no funds were available to be reallocated to other areas of the Gallery's work. She noted that the previous Chairperson, a working artist, had contributed significant volunteer time preparing advertisements and grant applications. Councillor Fulton observed that the Oxford Community Trust appeared to be undertaking similar work with young people and asked whether the Trust's work would complement the Gallery's initiative. L Nolet responded that the Trust generally provided support when people were already in difficulty or in response to specific events. The Gallery's programme aimed to be proactive and support young people before issues escalated. She added that the organisations collaborated and that a dedicated administrator was needed to liaise effectively between groups. Councillor Fulton further asked what the "Pastoral Care" item in the Gallery's financials referred to. L Nolet explained that it related to supporting volunteers and enabled the Gallery to undertake outreach activities, such as providing art and creative workshops in rest homes.

<table>
<tr><th>Submitter</th><th>Comments</th></tr>
<tr><td></td><td>Mayor Gordon confirmed that the current grant had recently been increased to cover insurance costs and that the total grant of $12,300 was intended to support operating expenses such as telephone, power, and general maintenance. L Nolet confirmed that the additional $5,000 requested would be a one-off grant.

Deputy Mayor Redmond asked whether the Gallery had applied for Creative Communities funding. L Nolet replied that they applied to every available funding provider.

The Mayor thanked L Nolet for her presentation.</td></tr>
<tr><td>Karyn Ward</td><td>K Ward spoke to her submission, requesting that the Council strengthen its emergency-management capability for the 2026/27 financial year in anticipation of the changes signalled by the Emergency Management (No. 2) Bill currently before the Select Committee. She raised the following points:
• Needs included environmental considerations, equipment, communication formats, communication storage, mobility supports and regulated sensory conditions.
• None of these needs were currently reflected or activated within emergency-management sectors, as they were often assumed to fall under the Health sector.
• When the Council activated evacuation centres, community hubs, or welfare support, it should ensure that it did not unintentionally create environments that were unsafe or unusable for people who relied on continuity to remain stable, particularly in stressful or reduced-capacity situations.
• Accessible communication required information to be available in formats such as plain language, ESRE, New Zealand Sign Language, audio formats, and dyslexia-friendly layouts.
• Connection pathways were essential to ensure that supplies intended for vulnerable residents or visitors were genuinely accessible, with clear mechanisms to connect people with the supports designed for them—particularly those facing barriers that isolated them from seeking assistance.
• Practical capability building was needed so responders could practise accessibility standards before an emergency occurred, rather than learning under pressure. Examples included transfer techniques for mobility-aid users into road vehicles or boats during flooding.
• Facility suitability should be assessed to ensure that designated emergency facilities could realistically meet accessibility standards.
• Partnerships should be strengthened with disability organisations, Māori partners, community groups, and employers of seasonal workers.
• A pathway should be established to evaluate community-led preparedness innovations that address accessibility or community gaps.
• None of these improvements were expensive; rather, they represented groundwork and preparedness to ensure that no resident was left behind during an emergency.

The Mayor thanked K Ward for her clear and concise submission.</td></tr>
<tr><td>Waimakariri Access Group</td><td>Zak Lappin spoke to the Waimakariri Access Group's (Group) submission and raised the following points:
• The Group represented people with disabilities across the Waimakariri District.
• Pedestrian crossings required redevelopment and investment to ensure safety for all pedestrians.</td></tr>
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Submitter	Comments
	• Accessibility needed to be considered in all Council planning and infrastructure decisions. An ageing population meant an increasing number of residents would have disabilities or access needs. • More accessible changing and toilet facilities were needed across the district; these should be operational outside business hours. • An increase in safe, practical mobility-parking spaces was requested across the district. • The Group sought Council support for the ongoing development of Parasport, which provided opportunities for disabled people to participate in mainstream sport. Funding assistance of $2,000 was requested for boccia ball sets for MainPower Stadium, which had the only boccia court in the country. • The Group supported improved consideration of disabled people in emergency planning and responses, as outlined in the previous submission by K Ward. Deputy Mayor Redmond asked where the boccia ball used for the Inclusive Sports Day had come from. Z Lappin advised that they were provided by Boxer New Zealand, the sport's national service provider. In response to a further question about storage, he confirmed that new balls would be kept at the stadium reception desk. Councillor Cairns questioned whether staff had contacted Z Lappin regarding mobility parking at Dudley Park. Z Lappin advised that the Greenspace Team had indicated the matter was a roading issue. The Mayor thanked Z Lappin for the submission.
Evan Clulee	Evan Clulee spoke to his submission and used photographs (Trim 260512113876) to illustrate the dangers wheelchair users face when crossing High Street, Rangiora. He requested that consideration be given to reducing the height of the planter boxes at pedestrian crossing entrances to 50 cm. E Clulee believed that this would make wheelchair users waiting to cross High Street more visible to motorists. Mayor Gordon acknowledged the concerns raised and noted that even able-bodied pedestrians were often not seen at the High Street crossings. He suggested that E Clulee meet with Deputy Mayor Redmond, Councillor Powell, and staff to discuss the matter further. Deputy Mayor Redmond asked whether removing the current plantings from the taller planter boxes would sufficiently improve visibility for motorists. E Clulee reiterated that the planter boxes were currently between 95 and 97 cm high and, even without plantings, would remain approximately 75 cm high, still above the recommended national standard. The Mayor thanked E Clulee for his submission.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.40PM.

CONFIRMED

Chairperson
Mayor Gordon

Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO:	LTC-03-22 / 260511113183
REPORT TO:	COUNCIL
DATE OF MEETING:	Tuesday 26 May 2026
AUTHOR(S):	Sylvia Docherty, Strategy and Business Manager Helene Street, Corporate Planner
SUBJECT:	Draft Annual Plan 2026-2027 Special Consultative Procedure
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide Council with a summary of submissions received and officer recommendations arising from the Special Consultative Procedure (SCP) undertaken for the Draft Annual Plan 2026-2027.

1.2. The majority of engagement during the consultation of the Draft Annual Plan occurred online, supported with five face-to-face public engagement activities.

1.3. A total of 59 submissions were received on the Draft Annual Plan 2026-2027, comprising 43 submissions from individuals and 16 from organisations. As several submissions addressed multiple consultation topics, this resulted in a total of 209 submission points for Council consideration.

1.4. Hearings were conducted on Tuesday 7 May 2026, with 25 submitters presenting to Council.

1.5. Officer recommendations addressing all submission topics have been compiled to inform Council deliberations and are provided in Attachment i (TRIM 260511112787).

Attachments:

i. Draft Annual Plan 2026-2027 Summary of Submissions and Officers Recommendations 260511112787 (circulated separately in paper copy to Members)

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. LTC-03-22 / 260511113183

(b) **Receives** the Draft Annual Plan 2026 – 2027 Summary of Submissions and Officers Recommendations (attachment i – TRIM 260511112787).

(c) **Notes** that consultation on the Draft Annual Plan 2026-2027 was undertaken between 20 March and 20 April 2026, resulting in 59 submissions and 209 associated submission points for Council consideration.

(d) **Notes** that all submissions were received during the consultation period of 20 March to 20 April 2026.

(e) **Notes** that 117 submission points (56% of all submission points received) included feedback on the four key topics outlined in the Consultation Document: Local Government Reform, Local Water Done Well, the Rangiora Eastern Link, and Council's Capital Programme.

(f) **Notes** that hearings were conducted on Thursday 7 May 2026, with 25 submitters appearing before Council. Paper copies of all submissions were distributed to Council members prior to the hearing session.

(g) **Notes** that staff are now finalising the Draft Annual Plan, acknowledging that Council may determine further changes through the deliberations process.

(h) **Notes** that the Council is scheduled to adopt the Annual Plan on 16 June 2026.

(i) **Circulates** the report to the community boards for their information.

3. BACKGROUND

3.1. The Draft Annual Plan 2026-2027, Consultation Document and supporting information was adopted by the Council for public consultation on Tuesday 17 February 2026.

3.2. Key topics that the Council outlined for feedback within the Consultation Document were:

- Local Government Reforms
- Local Water Done Well
- Rangiora Eastern Link
- Capital Programme

3.3. All consultation material was made publicly available from 20 March to 20 April 2026 through the Council website, libraries, and service centres. A submission form was developed around the four consultation topics, with an additional open-text section to capture feedback on any other aspect of Council activities. Submissions were accepted online via Bang the Table, as well as in hard copy and by email.

Engagement

3.4. An engagement schedule to support the consultation was included in the report presented to Council on 17 February 2026. The schedule set out a range of engagement activities designed to raise awareness of the Draft Annual Plan across communities within the District.

3.5. Public awareness of the consultation was promoted through a coordinated programme of advertising and communications activities, including:

- A media release distributed to Canterbury media outlets
- Regular updates on community noticeboards throughout the engagement period
- A homepage alert on the Council website linking to the consultation landing page
- Full-page advertisements in both local weekly newspapers for the duration of the engagement period
- Half-page advertisements in the Oxford Observer, Essence, and Woodend Woodpeckers
- Social media videos and posts
- Digital signage across all available Council buildings
- Radio advertising and informational segments with Compass FM
- Promotion through the Mayor's regular newspaper column and radio appearances
- Advertising on two roadside digital billboards in Rangiora

3.6. Five face-to-face public engagement activities were held, with Elected Members and Council staff in attendance. Established community events, including the Oxford A&P Show and the Pegasus Community Morning Cuppa, recorded higher levels of engagement. In contrast, Council-hosted drop-in sessions in Rangiora, Woodend, and Kaiapoi experienced lower attendance.

3.7. The majority of engagement occurred online. The Council's Let's Talk consultation webpage recorded approximately 1,800 visits, with 177 consultation documents downloaded. Social media engagement included Facebook posts and reels, which attracted approximately 86,000 views and generated 715 interactions.

3.8. Corporate Planning staff coordinated the receipt and processing of all submissions. Submissions were reviewed as they were received, enabling staff to begin preparing responses from the commencement of the consultation period.

3.9. A total of 59 submissions were received on the Draft Annual Plan 2026/27, comprising 43 submissions from individuals and 16 from organisations. As several submissions addressed multiple consultation topics, this resulted in a total of 209 submission points for Council consideration.

3.10. Hearings were conducted on Tuesday 7 May 2026, with 25 submitters presenting to Council.

3.11. Officer recommendations addressing all submission topics have been compiled to inform Council deliberations and are provided in Attachment (i) (TRIM reference: 260511112787).

4. KEY ISSUES

Consultation Topics

4.1. Changes to Local Government

The Council received **37 submission points** related to this topic. Common themes were:

Local government reform: "keep it local", but improve efficiency and funding

- **Protect local decision-making / oppose "super city" amalgamation:** Multiple submitters called on Council to oppose any potential amalgamation with Christchurch, citing concerns about loss of local voice, reduced community focus, and the risk of local rates being redirected outside the district.
- **Mixed views on Combined Territorial Boards (CTBs) / regional governance changes:** Some submitters support streamlining and reduced duplication; others are concerned about governance matters (e.g., mayor workload, population-weighted voting, smaller districts being dominated, and "mega city" concerns).
- **Central government should provide stronger funding tools:** Repeated calls for new funding mechanisms, including returning GST on rates and ensuring central initiatives don't shift costs to councils without revenue.
- **Rates capping is contentious:** Some submitters support rates capping as affordability protection; others (including community boards) warn it could force deferral of renewals, constrain growth and emergency response, or increase borrowing.
- **"Growth pays for growth" is widely supported:** Strong support for development levies / developers paying the full infrastructure cost of growth; some submitters argue this should reduce the burden on existing ratepayers.

4.2. Local Water Done Well

The Council received **22 submission points** related to this topic. Common themes were:

Local Water Done Well: broad support for local control, with equity and transparency issues

- **General support for Council's preferred model (local ownership / in-house unit):** Many comments commend Council's approach and leadership, and support retaining local control.
- **A minority prefer alternative delivery (CCO / shared model):** advocacy for a CCO option to deliver efficiencies and lower costs, questioning the evidence presented previously.

- **Cost transparency and reporting expectations:** Requests for annual cost reporting to demonstrate the model continues to deliver value, and for clearer performance reporting (including outages/compliance).
- **Rural scheme affordability / rating equity is a concern:** Several submissions raise perceived inequities in water targeted rates for small schemes and call for a thorough review, incentives to connect, or more equitable cost distribution.
- **Water quality / contamination concerns:** Strong call for nitrate contamination to be explicitly addressed (trends, risk plan, monitoring as a reported measure).
- **Oxford wastewater upgrade visibility and planning:** Submitters ask Council to confirm timing, scope, and pre-work budgets for Oxford WWTP upgrades and demonstrate readiness for consent expiry and compliance.
- **Operational resilience (energy):** One submitter requested LTP-level planning on energy resilience and operating cost exposure for energy-intensive wastewater systems (Oxford highlighted).

4.3. Rangiora Eastern Link (REL)

Council received **32 submission points** related to this topic.

The majority of submitters supported the REL however a number were concerned that NZTA funding had not yet been secured.

4.4. Capital Programme

Council received **21 submission points** related to this topic**.**

The majority of submitters supported Council’s approach to reduce the capital works budget to align with realistic delivery capacity.

4.5. Wider Feedback / Non-Consultation Topics

Transport and roading: deliver needed projects, but manage cost, funding risk, and fairness

- **Infrastructure delivery is valued, but affordability matters:** Many support essential roading investment while urging strong cost control, transparency, and “do it right first time.”
- **Funding risk is a recurring concern (especially NZTA/central funding):** Submitters highlight reliance on co-funding and worry about what happens if national funding isn’t secured, especially in a rates-cap environment.
- **Woodend Bypass - strong support for the project but opposition to tolling:** Community Board submission urges Council to advocate against tolling due to traffic diversion, safety, equity, and household cost impacts.
- **Fairness and user-pays arguments (mixed):** Some call for broader user charging (including cyclists) or heavy vehicle responsibility for road damage; others oppose shifting costs onto ratepayers and seek clearer benefit-payer alignment.
- **Intersection/road safety and maintenance requests:** Specific calls include signals, intersection upgrades, sealed/unsealed road issues, and improved maintenance standards and coordination (avoid repeat digging/poor reinstatement).
- **Public transport access within Pegasus:** Requests for improved bus coverage and stops (especially for older residents), via negotiation with ECan/partners.

Community safety, access, and inclusive design: “design for everyone”

- **More visible community safety measures:** Calls for policing presence, improved CCTV, and support for community patrol/fire/St John and neighbourhood support.
- **Accessibility in capital projects:** Requests that accessibility be embedded in project prioritisation/design and that Council engage early with lived-experience groups (e.g., Waimakariri Access Group).
- **Specific inclusive infrastructure requests:** Changing Places accessible toilet, mobility parking, safer pedestrian crossings/wayfinding, and better accessibility standards for civil defence centres and emergency communications.

Environment, biodiversity, and animal welfare: prevention and stewardship

- **Environmental stewardship and local environmental assets:** Submitters raise issues such as Pegasus Lake algal blooms, freshwater ecosystem concerns (Kaiapoi River), and the need to fund/plan for environmental protection outcomes.
- **Animal welfare as a policy lens:** Calls to recognise animal welfare across planning/decision-making, improve animal control outcomes/transparency, ban fireworks, and adopt humane cat management approaches.

Economy and local services: connectivity, events, arts, and business settings

- **Events funding equity for coastal settlements:** Ask for non-contestable funding (like other towns have) to reduce pressure on organisers and businesses.
- **Arts and culture investment:** Calls to build momentum in arts support and explore funding mechanisms (including developer-related approaches), plus requests for operational support for cultural facilities (e.g., Oxford Gallery).
- **Digital connectivity is a priority:** Resident group advocacy for improved digital connectivity in Pegasus, citing growth and small business presence.
- **NZ Post service retention:** Request for Council advocacy against removal/closure of Pegasus postal services due to business and accessibility impacts.
- **Alcohol licensing fees:** Submission argues current fees don't reflect actual costs and recommends a cost review and exploring cost recovery mechanisms.

Governance and democracy: accountability and representation

- **One person, one vote / concern about unelected voting rights:** Some submitters oppose unelected members having voting rights on committees, while still supporting the ability to seek advice/input.
- **Partnership and consultation expectations:** Some comments express concern about perceived preferential partnering and emphasise meaningful consultation and fairness for all residents.

Implications for Community Wellbeing

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

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

5. OPTIONS

5.1. This report seeks that Council receives the summary of consultation and engagement and notes the key themes and issues raised by submitters.

5.2. Attachment i of this report presents officer recommendations which have been formulated to assist in the Council's deliberations at its meeting. Options Council can then consider at the Draft Annual Plan Deliberation meeting are:

5.2.1. Adopt the officer recommendations on submission points, as set out in Attachment (i).

5.2.2. Adopt the officer recommendations on submission points, subject to amendments determined by Council during deliberations.

5.2.3. Receive the officer recommendations and defer decisions on specific submission topics for further information or consideration.

5.3. Funding requests have been received through the Draft Annual Plan submissions process. The financial implications of these requests are included in the Summary of Proposed Submissions report based on current staff recommendations.. Attachment (i) contains officer recommendations in relation to these Options Council can then consider at the Draft Annual Plan Deliberation meeting are:

5.3.1. Approve the funding request and include in the final Annual Plan 2026/27.

5.3.2. Decline funding request, as recommend by staff, and retain existing funding settings.

5.3.3. Defer consideration of funding request and request further analysis from staff prior to finalising the Annual Plan.

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report are likely to be of interest to mana whenua. As such, Council staff welcome the opportunity to engage with mana whenua on this matter and have provided information to Whitiora Centre Limited, as key advisors to Te Ngai Tūāhuriri Runanga, to determine whether and/or how they wish to be involved. Council staff will include views, advice and/or contributions from mana whenua in appropriate future documentation where available.

Groups, Organisations and the Wider Community

6.2. There are a variety of groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The Council received 16 submissions from groups and organisations during this consultation period.

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. Submissions on the Draft Annual Plan 2026-2027 indicate a strong community interest in local decision-making, affordability, infrastructure provision, and service responsiveness. Officer recommendations largely seek to balance these community expectations with financial sustainability, statutory obligations, and delivery capacity. How Council responds will have direct implications for community wellbeing across social, economic, environmental, and democratic dimensions.

Community Outcomes and Strategic Priorities

6.4. All of the Council's Community Outcomes are relevant to the actions arising from recommendations in this report.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are no financial implications for the decisions sought by this report which is to receive the submissions.

Community Resilience and Sustainability

7.2. The recommendations in this report do not have any direct sustainability or climate change impacts. However, a range of sustainability and climate-related programmes currently underway may result in future changes to service delivery and work programmes to ensure the Council meets its climate change objectives and statutory responsibilities.

Risk Management

7.3. There are no risks arising from the adoption/implementation of the recommendations in this report which is to receive the submissions.

Health and Safety

7.4. There are no health and safety risks arising from the adoption/implementation of the recommendations in this report which is to receive the submissions.

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.

8.2. The Draft Annual Plan 2026-2027 does not include any proposed changes from the Long Term Plan or key strategic and funding matters. However, the Council applied a Special Consultative Procedure (SCP) to ensure an appropriate level of engagement on the Draft Annual Plan, providing a formal, transparent, and inclusive process.

Authorising Legislation

8.3. Local Government Act 2002 (LGA).

Authorising Delegations

8.4. This is a matter for the Council to decide.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	LTC-03-22 / 260504108497
REPORT TO:	COUNCIL
DATE OF MEETING:	26 – 27 May 2026
AUTHOR(S):	Jason Recker, Stormwater and Waterways Manager Kalley Simpson, 3 Waters Manager Gerard Cleary, General Manager Utilities & Roading
SUBJECT:	Drainage – Utilities & Roading Department Staff Submission to the Draft 2026/27 Annual Plan

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

General Manager

Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide a request for changes to the Drainage budgets for the 2026/27 Annual Plan.

1.2. Following the preparation of the draft 2026/27 Annual Plan budgets, there has been a detailed review of the proposed capital works programme to confirm the project budgets and the deliverability of the overall programme. As a result of this review, a number of changes have been recommended as set out in this report. Only essential changes have been proposed, i.e. where the change is required to obtain or maintain compliance or meet a key level of service, with the aim of minimising any net rating impact.

1.3. The overall rating impact has been considered alongside the rating impact on the individual scheme, which shows that the net increase is minor. Some project budgets have been increased where known cost increases are occurring due to higher supply and construction costs, however there has been no uniform adjustment to capital works budgets to account for cost fluctuations due to ongoing fuel or material supply cost increases. The district average proposed percentage rate change, due to staff submissions across all Council departments has been considered to ensure that the total rate increase is in line with the increase signalled in the draft 2026/27 Annual Plan that was consulted on with the public.

1.4. An assessment has been undertaken across the Council departments to ensure the proposed body of work is deliverable. This considers the volume of work against the resources available. Where appropriate some capital works projects have been deferred to offset other increases to ensure each project and the overall programme is deliverable. It has been concluded that each Council department has the capacity to deliver the combined body of work proposed in the 2026/27 financial year.

1.5. The following items are addressed as outlined below:

- Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)
- Wiltshire / Green Pipework Upgrade Stage 2 (Rangiora)
- Blackett Street Piping (Rangiora)
- Railway Drain Treatment (Rangiora)
- Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)

- Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)
- Bay Road Drainage Upgrades (Oxford Urban)
- Lehmans Road Stage 2 (District Drainage)
- Flannigans Drain Capacity Upgrades (Oxford Urban)
- Flannigans Drain Downstream Upgrade (Oxford Urban)
- Mill Road Stormwater Management Area (Ohoka Rural)
- Newnham Street Stormwater Management Area (Rangiora)

Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)

1.6. Proposed deferral of $178,700 from the 2026/27 financial year to 2028/29 to align with the likely timeframe of the developer-led construction of a stormwater main between Southern Cross Road and Flaxton Road. A report will be brought to Council if this work occurs earlier than currently expected requesting that this budget be brought forward.

Wiltshire / Green Pipework Upgrade Stage 2 (Rangiora)

1.7. Proposed additional budget of $250,000 from level of service (LOS) funding and an additional $143,000 of renewals budget in 2026/27, for replacement of the stormwater main between the intersections of Treffers Avenue and Parkhouse Drive, and Johns Road and Green Street. The additional funding is required due to revised construction cost estimates, primarily driven by utility relocation costs, which were not known when the budgets were originally set.

Blackett Street Piping (Rangiora)

1.8. Proposed additional LOS budget of $420,000 in 2026/27 for the replacement of the stormwater main along Blackett Street between King Street and through the Ashley Street roundabout. The additional funding is required due to revised construction cost estimates, primarily driven by utility relocation requirements, which were not known when the budgets were originally set.

Railway Drain Treatment (Rangiora)

1.9. Proposed bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27 for the Railway Drain Treatment project, to deliver an upstream treatment device aimed at reducing sediment and gross pollutants entering the Railway Drain in Rangiora. This is due to an extensive investigation and options assessment phase, as well as higher construction costs associated with the recommended design option, which has higher supply and construction cost.

Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)

1.10. Proposed reduction in budget of $188,460 from the Three Brooks Enhancement Project – Middle Brook Tributary. Works were completed in 2025/26, with minimal design costs and delivery efficiencies achieved through bundling with a similar project. The remaining construction budget is no longer required.

Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)

1.11. Proposed bringing forward $140,000 from the Woodend Box Drain Treatment Facility Upgrade project budget from 2027/28 to 2026/27, for a total budget of $165,000 in 2026/27. This will enable preliminary and detailed design, consenting, and associated co-design coordination with Te Ngāi Tūāhuriri Rūnanga to deliver a constructed wetland and first flush basin.

Bay Road Drainage Upgrades (Oxford Urban)

1.12. Proposed additional LOS budget of $10,000 in 2026/27 for the upgrade of the drainage system from 92 Main Street to the culvert crossing at Bay Road in Oxford, including realignment of the drain along the southern boundary of 25 Bush Road. The additional funding is required to cover easement costs and associated design modifications.

Lehmans Road Stage 2 (District Drainage)

1.13. Proposed bringing forward $50,000 from the 2027/28 and 2028/29 budgets into 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28 for the Lehmans Road Stage 2 project. These works include drainage upgrades, including the eastern culvert at the Lehmans Road and Oxford Road intersection. The budget is being brought forward to align with the Roading budget for the planned roundabout project in the same area.

Flannigans Drain Capacity Upgrades (Oxford Urban)

1.14. Proposed partial deferral of $421,150 in construction budget for the Flannigans Drain Capacity Upgrades project in Oxford from 2027/28 to 2028/29, to allow for an investigation and options assessment phase in 2026/27 ($52,350), followed by design in 2027/28 ($50,000).

Flannigans Drain Downstream Upgrade (Oxford Urban)

1.15. Proposed partial deferral of $264,100 in construction budget for the Flannigans Drain Downstream Upgrade project in Oxford from 2027/28 to 2028/29, to allow for an investigation and options assessment phase in 2026/27 ($52,350), followed by design in 2027/28 ($50,000).

Mill Road Stormwater Management Area (Ohoka Rural)

1.16. Proposed deferral of construction budget of $556,400 to 2029/30 for the Mill Road Stormwater Management Area. This deferral was approved by Council on 31 March 2026 (TRIM 251112215595), reflecting the decision to defer the Mill Road SMA construction budget by three years due to uncertainty associated with the options considered.

Newnham Street Stormwater Management Area (Rangiora)

1.17. Signalling to Council the potential for a report in 2026/27 to bring forward $2,000,000 from the Rangiora Network Discharge Consent Implementation Works budget for a stormwater management area to treat runoff from the Newnham Street industrial area. This has been identified as a priority in the Rangiora Stormwater Management Plan (TRIM 260119007726). Further assessment is required to confirm the preferred treatment option; however, there is an opportunity to align the project with planned development in the area to achieve cost efficiencies.

1.18. The changes requested in this report are included in the figures presented in the attached budget spreadsheets. The Development Contributions report will incorporate any adjustments to Development Contributions required as a result of these changes.

Attachments:

i. Nil.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** report No. 260504108497.

(b) **Approves** deferral of $178,700 of allocated budget from 2026/27 to 2028/29 for the Southbrook Pipeline – Southern Cross to Flaxton project.

(c) **Approves** additional LOS budget of $250,000 in 2026/27 and an additional $143,000 of renewals budget in 2026/27 for the Wiltshire/Green Pipework Upgrade Stage 2 project, for a total LOS budget of $674,035 and a total renewals budget of $143,000 in 2026/27.

(d) **Approves** additional LOS budget of $420,000 in 2026/27 for the Blackett Street Piping project, for a total LOS budget of $1,610,000 in 2026/27.

(e) **Approves** bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27 for the Railway Drain Treatment project for a total budget of $412,690.

(f) **Approves** reduction of $188,460 from the 2026/27 budget for the Three Brooks Enhancement – Middle Brook Tributary project.

(g) **Approves** bringing forward $140,000 from the Woodend Box Drain Treatment Facility Upgrade project budget from 2027/28 to 2026/27, resulting in a total budget of $165,000 in 2026/27.

(h) **Approves** additional LOS budget of $10,000 in 2026/27 for the Bay Road Drainage Upgrades project resulting in a total budget of $250,810.

(i) **Approves** bringing forward $50,000 from the Lehmans Road Stage 2 project budget from 2027/28 and 2028/29 to 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28 for the Lehmans Road Stage 2 project.

(j) **Approves** partial deferral of $421,150 from the Flannigans Drain Capacity Upgrades project construction budget from 2027/28 to 2028/29.

(k) **Approves** partial deferral of $264,100 from the Flannigans Drain Downstream Upgrade project construction budget from 2027/28 to 2028/29.

(l) **Approves** deferral of construction budget of $556,400 from 2026/27 to 2029/30 for the Mill Road Stormwater Management Area project.

(m) **Notes** potential for Council report in 2026/27 to bring forward $2,000,000 from the Rangiora Network Discharge Consent Implementation Works budget for a stormwater management area to treat runoff from the Newnham Street industrial area**.**

(n) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	**Proposed Change**	**Average Rating Impact on Scheme**	**Average Rating Impact by Area (Drainage)**	**Average Rating Impact across District**
Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)	Deferral of $178,700 of allocated budget from 2026/27 to 2028/29	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		
Wiltshire / Green Pipework	Additional LOS budget of $250,000 in 2026/27	0.59% ($2.13 per connection) from 2027/28	0.18%	0.01%

Upgrade Stage 2 (Rangiora)	Additional $143,000 of renewals budget in 2026/27	Renewals funding is collected through depreciation, so this budget advancement has no impact on rates as the funding has already been recovered.		
Blackett Street Piping (Rangiora)	Additional LOS budget of $420,000 in 2026/27	1.0% ($3.57 per connection) from 2027/28	0.30%	0.02%
Railway Drain Treatment (Rangiora)	Bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27	0.31% ($1.11 per connection) from 2027/28 instead of 2028/29	0.09%	0.01%
Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)	Reduction of budget of $188,460 from the 2026/27 Three Brooks Enhancement – Middle Brook Tributary project budget	-0.45% (-$1.60 per connection) from 2027/28	-0.14%	-0.01%
Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)	Bringing forward $140,000 of project budget from 2027/28 to 2026/27	Bringing the budget forward will have minimal impact on rates, as the total project budget remains unchanged, and the project programme and completion date remain the same.		
Bay Road Drainage Upgrades (Oxford Urban)	Additional LOS budget of $10,000 in 2026/27	0.35% ($0.91 per connection) from 2027/28	0.01%	0.00%
Lehmans Road Stage 2 (District Drainage)	Bringing forward $50,000 of budget from 2027/28 and 2028/29 to 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28	2.37% ($0.82 per connection) from 2028/29 instead of 2029/30	0.24%	0.02%
Flannigans Drain Capacity Upgrades (Oxford Urban)	Partial deferral of $421,150 of construction budget from 2027/28 to 2028/29.	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		

Flannigans Drain Downstream Upgrade (Oxford Urban)	Partial deferral of $264,100 of construction budget from 2027/28 to 2028/29.	
Mill Road Stormwater Management Area (Ohoka)	Deferral of the available budget of $556,400 from 2026/27 to 2029/30	

(o) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken, and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

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

3. BACKGROUND

3.1. As part of reviewing the 2026/27 capital works programme for drainage some projects have been identified to require budget changes. These changes were identified after the initial budgets for the draft Annual Plan were set.

4. ISSUES AND OPTIONS

4.1. Budget changes are required to the following projects:

Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)

4.2. Proposed deferral of $178,700 from the 2026/27 financial year to 2028/29 to align with the likely timeframe of the developer-led construction of a stormwater main between Southern Cross Road and Flaxton Road. A report will be brought to Council if this work occurs earlier than currently expected requesting that this budget be brought forward.

Wiltshire / Green Pipework Upgrade Stage 2 (Rangiora)

4.3. Proposed additional LOS budget of $250,000 and an additional $143,000 of renewals budget in 2026/27, for replacement of the stormwater main between the intersections of Treffers Avenue and Parkhouse Drive, and Johns Road and Green Street. The additional funding is required due to revised construction cost estimates, primarily driven by utility relocation costs, which were not known when the budgets were originally set.

Blackett Street Piping (Rangiora)

4.4. Proposed additional LOS budget of $420,000 in 2026/27 for the replacement of the stormwater main along Blackett Street between King Street and through the Ashley Street roundabout. The additional funding is required due to revised construction cost estimates, primarily driven by utility relocation requirements. Increased design effort has also been required to identify existing services through potholing investigations and to coordinate utility relocation works with service providers, contributing to the overall cost increase. These requirements were not known when the original budgets were established.

Railway Drain Treatment (Rangiora)

4.5. Proposed bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27 for the Railway Drain Treatment project, to deliver an upstream treatment device aimed at reducing sediment and gross pollutants entering the Railway Drain in Rangiora. This is due to an extensive investigation and options assessment phase, as well as higher construction costs associated with the recommended design option.

This allocation aligns with the objectives of the Rangiora Stormwater Management Plan (TRIM 260119007726) by delivering water quality improvements to meet consent requirements and enhance environmental outcomes across Rangiora's stormwater network.

Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)

4.6. Proposed reduction in budget of $188,460 from the Three Brooks Enhancement Project – Middle Brook Tributary. The works, which included improvements to the timber-lined drain from 11 Luxton Place to 13A Bush Street (channel bed restoration, spot repairs, and partial replacement of the timber lining), were completed in the 2025/26 financial year. Design costs were minimal as the project was combined with a similar scope, and efficiencies were achieved by bundling both projects for tender and construction. The remaining construction budget is no longer required and can be reduced.

Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)

4.7. Proposed bringing forward $140,000 from the Woodend Box Drain Treatment Facility Upgrade project budget from 2027/28 to 2026/27, resulting in a total budget of $165,000 in 2026/27. This will enable preliminary and detailed design, consenting, and associated co-design coordination with Te Ngāi Tūāhuriri Rūnanga to deliver a constructed wetland and first flush basin.

Bay Road Drainage Upgrades (Oxford Urban)

4.8. Proposed additional LOS budget of $10,000 in 2026/27 for the upgrade of the drainage system from 92 Main Street to the culvert crossing at Bay Road in Oxford, including realignment of the drain along the southern boundary of 25 Bush Road. The additional funding is required to cover easement costs and associated design modifications.

Lehmans Road Stage 2 (District Drainage)

4.9. Proposed bringing forward $50,000 from the 2027/28 and 2028/29 budgets into 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28 for the Lehmans Road Stage 2 project. These works include drainage upgrades, including the eastern culvert at the Lehmans Road and Oxford Road intersection. The budget is being brought forward to align with Roading budget for the planned roundabout project in the same area.

Flannigans Drain Capacity Upgrades (Oxford Urban)

4.10. Proposed partial deferral of $421,150 in construction budget from 2027/28 to 2028/29, to allow for an investigation and options assessment phase in 2026/27 ($52,350), followed by design in 2027/28 ($50,000).

Flannigans Drain Downstream Upgrade (Oxford Urban)

4.11. Proposed partial deferral of $264,100 in construction budget from 2027/28 to 2028/29, to allow for an investigation and options assessment phase in 2026/27 ($52,350), followed by design in 2027/28 ($50,000).

Mill Road Stormwater Management Area (Ohoka Rural)

4.12. Proposed deferral of the available budget of $556,400 to 2029/30 for the 368 Mill Road Stormwater Management Area. This deferral was approved by Council on 31 March 2026 (TRIM 251112215595), reflecting the decision to defer the Mill Road SMA construction budget by three years due to uncertainty associated with the options considered.

Newnham Street Stormwater Management Area

4.13. Signalling to Council the potential for a report in 2026/27 to bring forward $2,000,000 from the Rangiora Network Discharge Consent Implementation Works budget for a stormwater management area to treat runoff from the Newnham Street industrial area. This has been identified as a priority in the Rangiora Stormwater Management Plan (TRIM 260119007726). Further assessment is required to confirm the preferred treatment option; however, there is an opportunity to align the project with planned development in the area to achieve cost efficiencies.

4.14. The options available for Council with regard to budget changes are to retain the status quo as per the approved Long Term Plan funding or to accept the proposed budget changes as outlined above.

Option One – Retain the status quo:

4.15. This is not recommended because there have been changes in the timing and deliverability of projects which will affect when projects can be delivered and subsequently the required timing for budgets. There has also been additional work undertaken on some projects, which has resulted in an increased level of certainty around associated costs.

Option Two - Accept proposed changes as detailed above:

4.16. This is the recommended option as it allows projects to be included in an appropriate year and takes into consideration several factors including external controls, timing of anticipated development, co-funding levels and internal factors, which can impact the timing of projects within the water supply activity.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

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

5.3. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

Project	Proposed Change	Average Rating Impact on Scheme	Average Rating Impact by Area (Drainage)	Average Rating Impact across District
Southbrook Pipeline – Southern Cross to Flaxton (Rangiora)	Deferral of $178,700 of allocated budget from 2026/27 to 2028/29	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		
Wiltshire / Green Pipework Upgrade Stage 2 (Rangiora)	Additional LOS budget of $250,000 in 2026/27	0.59% ($2.13 per connection) from 2027/28	0.18%	0.01%
	Additional $143,000 of renewals budget in 2026/27	Renewals funding is collected through depreciation, so this budget advancement has no impact on rates as the funding has already been recovered.		
Blackett Street Piping (Rangiora)	Additional LOS budget of $420,000 in 2026/27	1.0% ($3.57 per connection) from 2027/28	0.30%	0.02%
Railway Drain Treatment (Rangiora)	Bringing forward and reallocating $130,000 from the 2027/28 Rangiora Network Discharge Consent Implementation Works budget to 2026/27	0.31% ($1.11 per connection) from 2027/28 instead of 2028/29	0.09%	0.01%
Three Brooks Enhancement Project – Middle Brook Tributary (Rangiora)	Reduction of budget of $188,460 from the 2026/27 Three Brooks Enhancement – Middle Brook Tributary project budget	-0.45% (-$1.60 per connection) from 2027/28	-0.14%	-0.01%
Woodend Box Drain Treatment Facility Upgrade Project (Coastal Urban)	Bringing forward $140,000 of project budget from 2027/28 to 2026/27	Bringing the budget forward will have minimal impact on rates, as the total project budget remains unchanged, and the project programme and completion date remain the same.		
Bay Road Drainage Upgrades (Oxford Urban)	Additional LOS budget of $10,000 in 2026/27	0.35% ($0.91 per connection) from 2027/28	0.01%	0.00%

Lehmans Road Stage 2 (District Drainage)	Bringing forward $50,000 of budget from 2027/28 and 2028/29 to 2026/27 and advancing the remaining construction budget of $388,110 from 2028/29 to 2027/28	2.37% ($0.82 per connection) from 2028/29 instead of 2029/30	0.24%	0.02%
Flannigans Drain Capacity Upgrades (Oxford Urban)	Partial deferral of $421,150 of construction budget from 2027/28 to 2028/29.	The deferral of capital works budgets will result in a slight reduction in rates for the 2027/28 financial year. However, since the overall total project budget remains unchanged, the long-term impact on rates will be minimal.		
Flannigans Drain Downstream Upgrade (Oxford Urban)	Partial deferral of $264,100 of construction budget from 2027/28 to 2028/29.			
Mill Road Stormwater Management Area (Ohoka)	Deferral of the available budget of $556,400 from 2026/27 to 2029/30			

6.3. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. CONTEXT

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

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

7.3. **Consistency with Community Outcomes**

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

- There is a safe environment for all.
- Core utility services are provided in a timely and sustainable manner.

7.4. Authorising Delegations

The Council has the delegated authority to approve the recommendations of this report.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	LTC-03-22 / 260428104508
REPORT TO:	COUNCIL
DATE OF MEETING:	26 – 27 May 2026
AUTHOR(S):	Caroline Fahey, Water & Wastewater Asset Manager Kalley Simpson, 3 Waters Manager Gerard Cleary, General Manager Utilities & Roading
SUBJECT:	Water Supply – Utilities & Roading Department Staff Submission to the Draft 2026/27 Annual Plan
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide a request for changes to the Water supply budgets for the 2026/27 Annual Plan.

1.2. Following the preparation of the draft 2026/27 Annual Plan budgets, there has been a detailed review of the proposed capital works programme to confirm the project budgets and the deliverability of the overall programme. As a result of this review, a number of changes have been recommended as set out in this report. Only essential changes have been proposed, i.e. where the change is required to obtain or maintain compliance or meet a key level of service, with the aim of minimising any net rating impact.

1.3. The overall rating impact has been considered alongside the rating impact on the individual scheme, which shows that the net increase is minor. Some project budgets have been increased where known cost increases are occurring due to higher supply and construction costs, however there has been no uniform adjustment to capital works budgets to account for cost fluctuations. The district average proposed percentage rate change, due to staff submissions across all Council departments has been considered to ensure that the total rate increase is in line with the increase signalled in the draft 2026/27 Annual Plan that was consulted on with the public.

1.4. An assessment has been undertaken across the Council departments to ensure the proposed body of work is deliverable. This considers the volume of work against the resources available. Where appropriate some capital works projects have been deferred to offset other increases to ensure each project and the overall programme is deliverable. It has been concluded that each Council department has the capacity to deliver the combined body of work proposed in the 2026/27 financial year.

1.5. The following items are addressed as outlined below:

- Rangiora High Street Water Main Renewal
- Rangiora Water Headworks Renewals
- West Belt Rider Main extension
- Golf Links Road Water Main Extension
- Lehmans and Oxford Road Link Main

- Merton Road and Priors Road Water Servicing
- Woodend Water Main Renewals
- Woodend-Pegasus Source Upgrade - additional bore to replace EQ4
- Woodend-Pegasus Electrical Renewal
- Garrymere Bore 2
- Oxford Rural 1 Headworks Renewals
- Summerhill Headworks Renewals
- Cust storage tank pipework configuration

Rangiora High Street Water Main Renewal

1.6. Proposed new budget of $2,200,000 in 2026/27 for the renewal and upgrade of the 200mm PVC water main on High Street, Rangiora.

Rangiora Water Headworks Renewals

1.7. Proposed reduction in renewals budget from $785,250 to $261,750 for the renewal of VSDs, harmonic filter and chlorine tank at the Sout Belt and Ayer Street treatment plants as there are no other renewals identified to be required in 2026/27.

West Belt Rider Main Extension

1.8. Proposed new level of service budget of $40,000 to extend the existing 63mm PE rider main on West Belt to improve water level of service.

Golf Links Road Water Main Extension

1.9. Proposed new growth budget of $35,000 to extend the150mm water main from the Bellgrove Rangiora development to Golf Link Road to cater for future growth.

Lehmans and Oxford Road Link Main

1.10. Proposed bringing forward $405,000 from 2027/28 to fund the design and construction of a new section of water main at the Lehmans/Oxford Road intersection to align with the Roading budget for the construction of the roundabout.

Merton Road and Priors Road Water Servicing

1.11. Proposed retaining $500,000 for the design and construction of a water booster pump station in 2026/27 and deferring the remaining $1,113,010 to 2027/28 for construction of the Stage 3 watermains.

Woodend Water Main Renewals

1.12. Proposed additional budget of $600,000 to enable the water renewal project on Main North Road to be completed in 2026/27 due to revised Engineer's estimate for final renewals scope

Woodend-Pegasus Source Upgrade - Additional bore to replace EQ4

1.13. Proposed additional growth budget of $212,000 in 2027/28 to enable the new bore project to be completed, as the work to reutilise the existing EQ4 bore casing proved to be unsuccessful.

Woodend-Pegasus Electrical Renewal

1.14. Proposed additional budget of $50,000 to enable the electrical renewals at the Chinnerys WTP and Pegasus WTP, including VSD replacements and control system upgrades to be completed.

Garrymere Bore 2

1.15. Proposed additional budget of $95,000 to enable the new bore project to be completed due to higher than estimated costs to complete drilling and development of the bore expected increase in cost for bore head construction based on revised Engineer's estimate.

Oxford Rural 1 Headworks Renewals

1.16. Proposed reallocation of budget from 2026/27, i.e. $104,700 in 2026/27 and $423,521 in 2027/28 to allow the project to be completed over 2 financial years.

Summerhill Headworks Renewals

1.17. Proposed reallocation of budget from 2026/27, i.e. $75,640 in 2026/27 and $95,918 in 2027/28 to allow the project to be competed over 2 financial years.

Cust Storage Tank Pipework Configuration

1.18. Proposed additional budget of $50,000 for the 2027/28 financial year to allow the project to be completed.

1.19. No additional budget has been requested for in this staff submission for upgrading the McPhedrons Bore 1 should the hydrogeological assessment confirms that some physical modifications could be carried out to improve the nitrate levels of the bore as information to inform this are not yet being available at the time of the submission.

1.20. No additional budget has been requested for in this staff submission for any upgrades that are required due to the DWQAR Level 3 rule changes that affects most of our drinking water supplies due to the updated rules not yet being available at the time of the submission.

1.21. No additional budget has been requested for in this staff submission for the additional cost that could be incurred for the Ohoka Water Treatment Plant land purchase if the proposed plan change (PC31) were to proceed. This was agreed as a condition in the approved land purchase agreement.

1.22. A Development Contributions report will incorporate all changes to budgets associated with growth.

1.23. Some capital project budgets have been increased where known cost increases are occurring due to higher supply and construction costs, however there has been no uniform adjustment to capital works budgets to account for cost fluctuations due to ongoing fuel or material supply costs increases.

1.24. The changes requested in this report are included in the figures presented in the attached budget spreadsheet

Attachments:

i. Nil.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260428104508.

(b) **Approves** new partial renewal (62%), growth (13%) and level of service (25%) budget of \$2,200,000 in 2026/27 to fund the renewal of the 200mm PVC water main on High Street Rangiora due to the very poor condition of the pipe that is at high risk of another failure occurring in the next few years with major consequences to the town centre businesses and properties when it fails.

(c) **Approves** reduction in the Rangiora Water Headworks Renewals budget from \$785,250 to \$261,750 in 2026/27 for the renewal of VSDs, harmonic filter and chlorine tank at the Southbelt and Ayer Street treatment plants. Noting that this will free up additional budget to fund the High Street Rangiora water main in 2027/28.

(d) **Approves** new level of service budget of \$40,000 to extend the existing 63mm PE rider main on West Belt to improve the water level of service of the network. Noting that the timing of this work is to align with the upgrade of the West Belt/Oxford Road roundabout that has been planned for construction in 2026/27.

(e) **Approves** new growth budget of \$35,000 to extend the150mm water main from the Bellgrove Rangiora development to Golf Link Road to cater for future growth. Noting that this work will be undertaken as part of the new subdivision works which provide efficiencies and cost savings to Council to complete this work at the same time rather than in the future.

(f) **Approves** bringing forward growth budget of \$405,000 from 2027/28 to 2026/27 to fund the design and construction of a section of the Lehmans and Oxford Road link main at the at the Lehmans/Oxford Road intersection. Noting that the timing of this work is to align with the construction of the new roundabout that has been planned for construction in 2026/27.

(g) **Approves** retaining growth budget of \$500,000 for the design and construction of a new water booster pump station in 2026/27 and deferring the remaining \$1,113,010 from 2026/27 to 2027/28 for the Mertons Road and Priors Road Water Servicing Project. Noting that the remaining planned works to extend the water network to service growth in the area has been deferred due to a pause on the proposed development activity in the area.

(h) **Approves** additional budget of \$600,000 to enable the Woodend Water Renewals project on Main North Road (State Highway 1) to be completed in 2026/27. Noting that the water mains are overdue for renewal and not progressing this work risks interruptions to the water supply due to failures occurring that will be costly to repair and likely to cause major disruptions due to the location of the water mains.

(i) **Approves** additional growth budget of \$212,000 in 2027/28 to enable the new bore project to be completed for the Woodend-Pegasus water supply. Noting that this additional budget is required due to the unsuccessful drilling of the EQ4 bore which requires a new bore to be drilled to provide for redundancy and growth for the Woodend-Pegasus water supply. .

(j) **Approves** additional renewals budget of \$50,000 in 2026/27 to enable the electrical renewals at the Chinnerys WTP and Pegasus WTP, including VSD replacements and control system upgrades to be completed. Noting that this work is essential to ensure that the water supply is able to continue meeting compliance requirements and provide level of service.

(k) **Approves** additional partial level of service (95%) and growth (5%) budget of \$95,000 in 2026/27 to enable the new bore 2 project to be completed for the Garrymere drinking water supply. Noting that this project is critical due to the water supply currently having no source redundancy which has been identified to be an unacceptable risk to Council.

(l) **Approves** reallocation of renewal budget of \$421,161 in 2026/27, i.e. retain \$104,700 in 2026/27 and defer \$316,461 to 2027/28 to allow the Oxford Rural 1 Headworks Renewal project to be completed over 2 financial years. Noting that there is no change to the overall budget with the proposed budget reallocation.

(m) **Approves** reallocation of renewal budget of $125,640 from 2026/27, i.e. retain $75,640 in 2026/27 and defer $50,000 to 2027/28 to allow the Summerhill Headworks Renewals project to be competed over 2 financial years. Noting that there is no change to the overall budget with the proposed budget reallocation.

(n) **Approves** additional level of service budget of $50,000 for the 2027/28 financial year to allow the Cust Storage Tank Pipework Configuration project to be completed over 2 financial years. Noting that the original budget had been based on an old estimate that has now been updated.

(o) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	**Proposed Change**	**Average Rating Impact on Scheme**	**Average Rating Impact by Area (Water Supply)**	**Average Rating Impact across District**
Rangiora High Street Water Main Renewal	New budget of $2,200,000 in 2026/27	3.48% ($16.26 per connection)	0.72%	0.12%
Rangiora Water Headworks Renewals	Reduction in budget from $785,250 to $261,750 in 2026/27	-0.87% (-$4.05 per connection)	-0.18%	-0.03%
West Belt Rider Main extension	New budget of $40,000 in 2026/27	0.07% ($0.31 per connection)	0.01%	0.00%
Golf Links Road Water Main Extension	New budget of $35,000 in 2026/27	Growth project Development Contribution funded.		
Lehmans and Oxford Road Link Main	Bringing forward $405,000 from 2027/28	Growth project Development Contribution funded.		
Merton Road and Priors Road Water Servicing	Retain $500,000 in 2026/27, deferring remaining $1,113,010 to 2027/28	Fully subsidised by developer		
Woodend Water Main Renewals	Additional budget of $600,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		
Woodend-Pegasus Source Upgrade	Additional budget of $212,000 in 2027/28	Growth project Development Contribution funded.		
Woodend-Pegasus	Additional budget of $50,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		

Electrical Renewal				
Garrymere Bore 2	Additional budget of $95,000 in 2026/27	3.1% ($125.54 per connection)	0.03%	0.00%
Oxford Rural 1 Headworks Renewals	Reallocation of budget from 2026/27, $104,700 in 2026/27 and $316,461to 2027/28	-2.21% (-$13.62 per connection)	-0.11%	0.02%
Summerhill Headworks Renewals	Reallocation of budget from 2026/27, $75,640 in 2026/27 and $50,000 to 2027/28	-1.04% (-$6.09 per connection)	-0.02%	0.00%
Cust storage tank pipework configuration	Additional budget of $50,000 in 2027/28	1.32% ($24.02 per connection)	0.02%	0.00%

(a) **Notes** that no additional budget has been requested for in this staff submission for upgrading the McPhedrons Bore 1 on the Oxford Rural 1 water supply should the hydrogeological assessment confirms that some physical modifications could be carried out to improve the nitrate levels of the bore as information to inform this are not yet being available at the time of the submission.

(b) **Notes** that no additional budget has been requested for in this staff submission for any upgrades that are required due to the DWQAR Level 3 rule changes that affects most of our drinking water supplies due to the updated rules not yet being available at the time of the submission.

(c) **Notes** that no additional budget has been requested for in this staff submission for the additional cost that could be incurred for the Ohoka Water Treatment Plant land purchase if the new subdivision (PC31) were to proceed. This was agreed as a condition in the approved land purchase agreement.

(d) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

(e) **Notes** that the net overall rating impact of the proposed changes to the Water supply budgets is 0.78%.

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

3. BACKGROUND

3.1. As part of reviewing the 2026/27 capital works programme for water supply some projects have been identified to require budget changes. These changes were identified after the initial budgets for the draft Annual Plan were set.

4. ISSUES AND OPTIONS

4.1. Budget changes are required to the following projects:

Rangiora High Street Water Main Renewals

Due to the existing 200mm PVC water main on High Street Rangiora being assessed to be in very poor condition and at high likelihood of another major failure occurring in the short term, it is proposed that the renewal of the water main be brought forward from 2036 to be completed in the 2026/27 financial year. This requires a new budget of $2,200,000.

Rangiora Water Headworks Renewals

4.2. The draft Annual Plan includes $785,250 for renewal of assets in the Rangiora headworks and treatment plant sites. It is proposed to reduce the budget to $261,750 for renewal of VSDs, harmonic filter and chlorine tank at the South Belt and Ayer Street treatment plants. There is a net decrease of $524,500 to the Rangiora water renewal fund in 2026/27 which will reduce the rating impact due to High St Water Main Renewal.

West Belt Rider Main extension

4.3. The existing 63mm PE rider main on West Belt needs to be extended to ensure that the Council’s water level of service is being met. This work is to be timed with the West Belt/Oxford Road roundabout upgrade that has been planned for 2026/27. An additional budget of $40,000 is required to complete this work.

Golf Links Road Water Main Extension

4.4. A 163m section of 150mm water main extension that will link the Bellgrove Rangiora development to Golf Link Road has been identified to be required for future growth. There are efficiencies and cost savings that will be gained from constructing this water main now as part of the ongoing works for the development as opposed to at a later date. A new growth budget of $35,000 will be required to fund this.

Lehmans and Oxford Road Link Main

4.5. The Long Term Plan includes $1,066,000 for the water main to be extended from Oxford Road to the Arlington development to be designed and constructed in 2027/28. Due to the new Lehmans/Oxford Road roundabout being planned for construction in the 2026/27 financial year, it is proposed to bring forward $405,000 to allow design and construction of a section of water main crossing the new roundabout to align with this work.

Merton Road and Priors Road Water Servicing

4.6. The draft Annual Plan includes $1,613,010 for the water main extension to Merton Road and Priors Road. Due to the uncertainly regarding development of the area, it is proposed to retain $500,000 for the design and construction of a water booster pump station in 2026/27 and pushing out the remaining $1,113,010 to 2027/28. There is no change to the overall budget.

Woodend Water Renewals

4.7. There are a number of water mains on Main North Road in Woodend (State Highway 1) that are due for renewal, with the design underway currently prior to construction over the 2026/27 summer. As resolved in Recommendation E of the report to Council (Trim 260211024183) staff have now updated the Engineer’s Estimate for the project and confirmed that there is insufficient budget to complete the full scope of the works in 2026/27 based on the existing allocated project budget of $607,260. An additional $600,000 is required to enable the project to be completed in 2026/27.

Woodend-Pegasus Source Upgrade - Additional bore to replace EQ4

4.8. Due to the unsuccessful drilling of EQ4 in 2025/26, additional budget is required to enable a new bore to be established for the Woodend-Pegasus drinking water supply. As resolved in Recommendation E of the report to U&R Committee (Trim 260311073671), whilst there is sufficient budget to fund the investigations and drilling of a new bore in lieu of the unsuccessful drilling of EQ4, there is insufficient budget to complete the project. An additional $212,000 is required to be allocated in 2027/28. This will be funded by Woodend-Pegasus Growth account.

Woodend-Pegasus Electrical Renewals

4.9. The draft Annual Plan includes $70,000 for electrical renewals at the Chinnerys WTP and Pegasus WTP, including VSD replacements and control system upgrades. An additional $50,000 is required to complete the work in 20262/7 due to a revised quote being received to replace the original quote that the budget was based on which is over 3 years old.

Garrymere Bore 2

4.10. The draft Annual Plan includes $75,000 to complete Garrymere Bore 2. The bore was successfully drilled and developed in 2025/26 and the remaining scope that has been planned for 2026/27 includes installation of the bore head. Based on a revised Engineer's Estimate, an additional $95,000 is required to enable the project to be completed in 2026/27.

Oxford Rural 1 Headworks Renewals

4.11. The draft Annual Plan includes $421,161 in 2026/27 and $107,061 in 2027/28 for renewal of the Rockford Road Water Treatment Plant. It is proposed to re-allocate the budget from 2026/27, i.e. $104,700 in 2026/27 and $423,521 in 2027/28 to allow the project to be completed over 2 financial years. There is no change to the overall budget.

Summerhill Headworks Renewals

4.12. The draft Annual Plan includes $171,558 for renewal of the Hunters Glen reservoir and pipework, $125,640 in 2026/27 and $45,918 in 2027/28. It is proposed to re-allocate the budget from 2026/27, i.e. $75,640 in 2026/27 and $95,918 in 2027/28 to allow the project to be competed over 2 financial years. There is no change to the overall budget.

Cust Storage Tank Pipework Configuration

4.13. The draft Annual Plan includes $120,000 for reconfiguring pipework at Cust WTP to position storage tanks downstream of treatment to provide treated water storage to improve resilience. Based on a revised Engineer's estimate for the work, an additional $50,000 is requested for the 2027/28 financial year to allow the project to be completed.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

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

Project	**Proposed Change**	**Average Rating Impact on Scheme**	**Average Rating Impact by Area (Water Supply)**	**Average Rating Impact across District**
Rangiora High Street Water Main Renewal	New budget of $2,200,000 in 2026/27	3.48% ($16.26 per connection)	0.72%	0.12%
Rangiora Water Headworks Renewals	Reduction in budget from $785,250 to $261,750 in 2026/27	-0.87% (-$4.05 per connection)	-0.18%	-0.03%
West Belt Rider Main extension	New budget of $40,000 in 2026/27	0.07% ($0.31 per connection)	0.01%	0.00%
Golf Links Road Water Main Extension	New budget of $35,000 in 2026/27	Growth project Development Contribution funded.		
Lehmans and Oxford Road Link Main	Bringing forward $405,000 from 2027/28	Growth project Development Contribution funded.		
Merton Road and Priors Road Water Servicing	Retain $500,000 in 2026/27, deferring remaining $1,113,010 to 2027/28	Growth project Development Contribution funded.		
Woodend Water Main Renewals	Additional budget of $600,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		

Woodend-Pegasus Source Upgrade	Additional budget of $212,000 in 2027/28	Growth project Development Contribution funded.		
Woodend-Pegasus Electrical Renewal	Additional budget of $50,000 in 2026/27	No rating impact due to sufficient renewal funds to cover additional budget request		
Garrymere Bore 2	Additional budget of $95,000 in 2026/27	3.1% ($125.54 per connection)	0.03%	0.00%
Oxford Rural 1 Headworks Renewals	Reallocation of budget from 2026/27, $104,700 in 2026/27 and $316,461to 2027/28	-2.21% (-$13.62 per connection)	-0.11%	0.02%
Summerhill Headworks Renewals	Reallocation of budget from 2026/27, $75,640 in 2026/27 and $50,000 to 2027/28	-1.04% (-$6.09 per connection)	-0.02%	0.00%
Cust storage tank pipework configuration	Additional budget of $50,000 in 2027/28	1.32% ($24.02 per connection)	0.02%	0.00%

6.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. CONTEXT

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

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

7.3. **Consistency with Community Outcomes**

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

- There is a safe environment for all.
- Core utility services are provided in a timely and sustainable manner.

7.4. **Authorising Delegations**

The Council has the delegated authority to approve the recommendations of this report.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	LTC-03-22 / 260428104509
REPORT TO:	COUNCIL
DATE OF MEETING:	26 – 27 May 2026
AUTHOR(S):	Caroline Fahey, Water & Wastewater Asset Manager Kalley Simpson, 3 Waters Manager Gerard Cleary, General Manager Utilities & Roading
SUBJECT:	Wastewater – Utilities & Roading Department Staff Submission to the Draft 2026/27 Annual Plan
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide a request for changes to the Wastewater budgets for the 2026/27 Annual Plan.

1.2. Following the preparation of the draft 2026/27 Annual Plan budgets, there has been a detailed review of the proposed capital works programme to confirm the project budgets and the deliverability of the overall programme. As a result of this review, a number of changes have been recommended as set out in this report. Only essential changes have been proposed, i.e. where the change is required to obtain or maintain compliance or meet a key level of service, with the aim of minimising any net rating impact.

1.3. The overall rating impact has been considered alongside the rating impact on the individual scheme, which shows that the net increase is minor. Some project budgets have been increased where known cost increases are occurring due to higher supply and construction costs, however there has been no uniform adjustment to capital works budgets to account for cost fluctuations. The district average proposed percentage rate change, due to staff submissions across all

1.4. An assessment has been undertaken across the Council departments to ensure the proposed body of work is deliverable. This considers the volume of work against the resources available. Where appropriate some capital works projects have been deferred to offset other increases to ensure each project and the overall programme is deliverable. It has been concluded that each Council department has the capacity to deliver the combined body of work proposed in the 2026/27 financial year.

1.5. The following items are addressed as outlined below:

- Oxford Wastewater Pump Renewals
- Waikuku Beach Wastewater Pump Renewals
- Rangiora Wastewater Pump Renewals
- Generator Shelter at Rangiora WWTP (EDS WWPS)
- Screenings Bin Shelter at Woodend WWTP
- Screenings Bin Shelter at Kaiapoi WWTP

- Kaiapoi WWTP Desludging
- Woodend WWTP UV Upgrade
- Oxford Road Sewer Extension

Oxford Wastewater Pump Renewals

1.6. Proposed new renewal budget of $40,000 in 2026/27 for renewal of wastewater pumps at Oxford WWTP.

Waikuku Beach Wastewater Pump Renewals

1.7. Proposed new renewal budget of $20,000 in 2026/27 for renewal of wastewater pumps at North Oval and Reserve Road WWPSs.

Rangiora Wastewater Pump Renewals

1.8. Proposed new renewal budget of $100,000 in 2026/27 for renewal of wastewater pumps at Rangiora WWTP EDS, Southbrook and Northbrook Waters WWPSs.

Generator Shelter at Rangiora WWTP EDS WWPS

1.9. Proposed new level of service budget of $50,000 for construction of generator shelter for the generator at the Rangiora WWTP EDS WWPS.

Screenings Bin Shelter at Woodend WWTP

1.10. Proposed new level of service budget of $60,000 for construction of a screenings bin shelter at the Woodend WWTP.

Screenings Bin Shelter at Kaiapoi WWTP

1.11. Proposed new level of service budget of $60,000 for construction of a screenings bin shelter at the Kaiapoi WWTP.

Kaiapoi WWTP Desludging

1.12. The dewatering budget of $1,055,730 available in 2025/26 for desludging of Kaiapoi Pond 2A will be carried over to the 2026/27 due to delays in letting of the desludging contract which has resulted in the contract expected to be completed only in the 2026/27 financial year.

Woodend WWTP UV Upgrade

1.13. The Woodend WWTP UV upgrade project is likely to require additional budget in 2026/27 based on initial work that have been completed on assessment of options. However, there is insufficient information to inform budget changes at the time of the submission. Any future budget changes will be requested through a separate report to Council.

Oxford Road Sewer Extension

1.14. No additional budget has been requested for extension of the existing wastewater network on Oxford Road (Oxford) to service a property that is currently located within the sewer rating area. This extension will be triggered when the property applies to connect to the wastewater network and will cost the Council approximately $50,000 to construct. If required, the new budget will be requested through a separate report to Council.

1.15. A Development Contributions report will incorporate all changes to budgets associated with growth.

1.16. Some capital project budgets have been increased where known cost increases are occurring due to higher supply and construction costs, however there has been no uniform adjustment to capital works budgets to account for cost fluctuations due to ongoing fuel or material supply costs increases.

1.17. The changes requested in this report are included in the figures presented in the attached budget spreadsheet.

Attachments:

i. Nil.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260428104509.

(b) **Approves** new renewal budget of $40,000 in 2026/27 for renewal of wastewater pumps at Oxford WWTP.

(c) **Approves** new renewal budget of $20,000 in 2026/27 for renewal of wastewater pumps in Waikuku Beach at North Oval and Reserve Road WWPSs.

(d) **Approves** new renewal budget of $100,000 in 2026/27 for renewal of wastewater pumps at Rangiora WWTP EDS WWPS, Southbrook WWPS and Northbrook Waters WWPS.

(e) **Approves** new level of service budget of $50,000 for construction of generator shelter for the generator at the Rangiora WWTP EDS pump station**.**

(f) **Approves** new level of service budget of $60,000 for construction of a screenings bin shelter at the Woodend WWTP.

(g) **Approves** new Level of service budget of $60,000 for construction of a screenings bin shelter at the Kaiapoi WWTP.

(h) **Notes** that the rating impact from the proposed budget changes are summarised below:

Project	Proposed Change	Average Rating Impact on Scheme	Average Rating Impact by Area (Wastewater)	Average Rating Impact across District
Oxford Wastewater Pump Renewals	New renewal budget of $40,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Waikuku Beach Wastewater Pump Renewals	New renewal budget of $20,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Rangiora Wastewater Pump Renewals	New renewal budget of $100,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Generator Shelter at Rangiora WWTP EDS WWPS	New LOS budget of $50,000 in 2026/27	0.02% ($0.16 per connection)	0.02%	0.00%

Screenings Bin Shelter at Woodend WWTP	New budget of $60,000 in 2026/27	0.03% ($0.19 per connection)	0.02%	0.00%
Screenings Bin Shelter at Kaiapoi WWTP	New LOS budget of $60,000 in 2026/27	0.03% ($0.19 per connection)	0.02%	0.00%

(i) **Notes** that the dewatering budget of $1,055,730 available in 2025/26 for desludging of Kaiapoi WWTP Pond 2A will be carried over to the 2026/27 due to delays in letting of the desludging contract which has resulted in the contract expected to be completed only in the 2026/27 financial year.

(j) **Notes** that the Woodend WWTP UV upgrade project is likely to require additional budget in 2026/27 based on initial work that have been completed on assessment of options. However, there is insufficient information to inform budget changes at the time of the submission. Any future budget changes will be requested through a separate report to Council.

(k) **Notes** that no additional budget has been requested for extension of the existing wastewater network on Oxford Road (Oxford) to service a property that is currently located within the sewer rating area. This extension will be triggered when the property applies to connect to the wastewater network and will cost the Council approximately $50,000 to construct. If required, the new budget will be requested through a separate report to Council

(l) **Notes** that a detailed review of the draft 2026/27 Annual Plan budgets has been undertaken and only essential changes have been proposed to confirm the project budgets and the deliverability of the overall programme, such that the net overall rating impact is minor.

(m) **Notes** that the net overall rating impact of the proposed changes to the Wastewater budgets is 0.08%.

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

3. BACKGROUND

3.1. As part of reviewing the 2026/27 capital works programme for wastewater some projects have been identified to require budget changes as well as a new project being identified. These changes were identified after the initial budgets for the draft Annual Plan were set.

4. ISSUES AND OPTIONS

4.1. Budget changes are required to the following projects:

- Oxford Wastewater Pump Renewals
- Waikuku Beach Wastewater Pump Renewals
- Rangiora Wastewater Pump Renewals
- Generator Shelter at Rangiora WWTP (EDS WWPS)
- Screenings Bin Shelter at Woodend WWTP
- Screenings Bin Shelter at Kaiapoi WWTP
- Kaiapoi WWTP Desludging
- Woodend WWTP UV Upgrade

- Oxford Road Sewer Extension

Oxford Wastewater Pump Renewals

4.2. A wastewater pump renewal strategy has been developed to identify and prioritise renewal of wastewater pumps that are at heightened risk of failure. Two pumps at the Oxford WWTP have been recommended for replacement in 2026/27 based on output from the strategy. As the draft Annual Plan does not have any budget provision for wastewater pump renewal at Oxford, a new budget of $40,000 is required for the pumps to be renewed in 2026/27.

Waikuku Beach Wastewater Pump Renewals

4.3. A wastewater pump renewal strategy has been developed to identify and prioritise renewal of wastewater pumps that are at heightened risk of failure. Two pumps at the Waikuku Beach North Oval and Reserve Road WWPSs have been recommended for replacement in 2026/27 based on output from the strategy. As the draft Annual Plan does not have any budget provision for wastewater pump renewal at Waikuku Beach, a new budget of $20,000 is required for the pumps to be renewed in 2026/27.

Rangiora Wastewater Pump Renewals

4.4. A wastewater pump renewal strategy has been developed to identify and prioritise renewal of wastewater pumps that are at heightened risk of failure. Three pumps at the Rangiora WWTP EDS, Southbrook and Northbrook Waters WWPSs have been recommended for replacement in 2026/27 based on output from the strategy. As the draft Annual Plan does not have any budget provision for wastewater pump renewal at Rangiora, a new budget of $100,000 is required for the pumps to be renewed in 2026/27.

Generator Shelter at Rangiora WWTP EDS Pump Station

4.5. The generator at Rangiora WWTP EDS WWPS was installed in the 2024/25 financial year. Due to insufficient project budget, a shelter was unable to be installed as part of the contract per design specifications. The purpose of the shelter is to ensure that the generator is protected from the corrosive elements in the wastewater treatment plant environment in order to prolong the life of the asset and minimise maintenance issues. A new budget of $50,000 is required to enable the shelter to be constructed in 2026/27.

Screenings Bin Shelter at Woodend WWTP

4.6. The inlet screens at Woodend WWTP are being renewed in 2025/26, from the existing step screens to spiral sieve screens. A new budget of $60,000 is required to enable a shelter to be constructed over the screening bins area in 2026/27 to protect the screen motor as well as keep the elements off the screening bins and enable the screenings to be bagged such as to minimise issues with odour and pests.

Screenings Bin Shelter at Kaiapoi WWTP

4.7. The inlet screens at Woodend WWTP are being renewed in 2025/26, from the existing step screens to spiral sieve screens. A new budget of $60,000 is required to enable a shelter to be constructed over the screening bins area in 2026/27 to protect the screen motor as well as keep the elements off the screening bins and enable the screenings to be bagged such as to minimise issues with odour and pests.

Kaiapoi WWTP Desludging

1.18. The dewatering budget of $1,055,730 available in 2025/26 for desludging of Kaiapoi Pond 2A will be carried over to the 2026/27 due to delays in letting of the desludging contract which has resulted in the contract expected to be completed only in the 2026/27 financial year.

Woodend WWTP UV Upgrade

1.19. The Woodend WWTP UV upgrade project is likely to require additional budget in 2026/27 based on initial work that have been completed on assessment of options. However, there is insufficient information to inform budget changes at the time of the submission. Any future budget changes will be requested through a separate report to Council.

Oxford Road Sewer Extension

1.20. No additional budget has been requested for extension of the existing wastewater network on Oxford Road (Oxford) to service a property that is currently located within the sewer rating area. This extension will be triggered when the property applies to connect to the wastewater network and will cost the Council approximately $50,000 to construct. If required, the new budget will be requested through a separate report to Council.

4.8. The options available for Council with regards to budget changes are to retain the status quo as per the approved Long Term Plan funding or to accept the proposed budget changes as outlined above.

Option One – Retain the status quo:

4.9. This is not recommended because there have been changes in the timing and deliverability of projects which will affect when projects can be delivered and subsequently the required timing for budgets. There has also been additional work undertaken on some projects, which has resulted in an increased level of certainty around associated costs.

Option Two - Accept proposed changes as detailed above:

4.10. This is the recommended option as it allows projects to be included in an appropriate year and takes into consideration several factors including external controls, timing of anticipated development, co-funding levels and internal factors, which can impact the timing of projects within the wastewater activity.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

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

5.3. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

Project	Proposed Change	Average Rating Impact on Scheme	Average Rating Impact by Area (Wastewater)	Average Rating Impact across District
Oxford Wastewater Pump Renewals	New budget of $40,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Waikuku Beach Wastewater Pump Renewals	New budget of $20,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Rangiora Wastewater Pump Renewals	New budget of $100,000 in 2026/27	There are sufficient renewal funds to cover additional budget and therefore no rating impact.		
Generator Shelter at Rangiora WWTP EDS WWPS	New budget of $50,000 in 2026/27	0.02% ($0.16 per connection)		0.00%
Screenings Bin Shelter at Woodend WWTP	New budget of $60,000 in 2026/27	0.03% ($0.19 per connection)		0.00%
Screenings Bin Shelter at Kaiapoi WWTP	New budget of $60,000 in 2026/27	0.03% ($0.19 per connection)		0.00%

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

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

6.4. **Health and Safety**

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

7. <u>CONTEXT</u>

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

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

7.3. **Consistency with Community Outcomes**

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

- There is a safe environment for all.
- Core utility services are provided in a timely and sustainable manner.

7.4. **Authorising Delegations**

The Council has the delegated authority to approve the recommendations of this report.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: RDG-32-123-08 / 260506109809

REPORT TO: COUNCIL

DATE OF MEETING: 26 May 2026

AUTHOR(S): Rob Kerr, REL Programme Manager

Joanne McBride, Roading & Transport Manager

Gerard Cleary, General Manager Utilities & Roading

SUBJECT: Roading Staff Submission May 2026: Rangiora Eastern Link Road Summary of Submissions and Financial Implications

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

General Manager | Chief Executive

1. SUMMARY

1.1. This report is to present a summary of submissions received for the Rangiora Eastern Link Road, which was consulted upon as part of the Annual Plan 2026/27, and to set out the next steps including a recommendation to bring forward funding into the 2026/27 Annual Plan to allow the project to progress to the next stage.

1.2. The Rangiora Eastern Link Road has been identified through successive transport and growth planning processes as a key project to relieve congestion on Southbrook Road, support planned growth in East Rangiora, and provide an additional north-south connection to Lineside Road and State Highway 1. The project has progressed from earlier strategic planning, structure planning and designation work through to a Council-endorsed Business Case, which has now been submitted to NZ Transport Agency Waka Kotahi for National Land Transport Plan co-funding consideration, with decision due shortly.

1.3. Annual Plan 2026/27 consultation was undertaken because the forecast cost of the project has materially increased from the earlier Long Term Plan allowance of approximately $35 million to an expected cost of $65.59 million, excluding GST and escalation.

1.4. In total, 31 submissions were received. Of these submissions:

- 18 submissions (58%) supported progressing construction of the Rangiora Eastern Link Road
- 5 submissions (16%) opposed the project
- 8 submissions (26%) either did not state a clear preference or supported the project with qualifications.

1.5. Submitters generally recognised that Southbrook Road congestion is a significant and worsening issue and that additional transport capacity is required as Rangiora grows. Supportive submissions described the project as overdue and necessary to improve travel reliability, reduce daily congestion and frustration, and support access to Southbrook, Lineside Road and the East Rangiora growth areas.

1.6. At the same time, a clear theme across submissions was concern about cost escalation, affordability, transparency, and the need to avoid unnecessary scope or “gold plating”. Several submitters and Community Boards supported the project only on the basis that NZTA co-funding is secured, and further material cost increases are controlled.

1.7. The recommended approach is to proceed with detailed design, consenting and land acquisition only if NZTA co-funding for the pre-implementation phase is confirmed. A further gateway is proposed at the end of detailed design, expected in mid-2027, when Council and NZTA will consider the refined scope, pre-tender estimate, affordability and construction funding before any commitment is made to physical works.

1.8. Staff recommend bringing forward $4.8 million into the 2026/27 Annual Plan to enable this next phase to proceed, noting that this does not affect the 2026/27 rating impact and that the balance of funding will be considered through the 2027-37 Long Term Plan process.

1.9. The changes requested in this report are included in the figures presented in the attached budget spreadsheets. The Development Contributions report will incorporate any adjustments to Development Contributions required as a result of these changes, however it is also noted that a specific review of the development contributions is underway in light of the increased growth area zoned under the District Plan in East Rangiora which may lead to a special consultative procedure if required.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260506109809.

(b) **Notes** the Business Case for the Rangiora Eastern Link for co-funding under the National Land Transport Plan has been submitted to NZ Transport Agency (Waka Kotahi) and a decision on this is due shortly.

(c) **Notes** that the majority (58%) of consultation feedback was in favour of progressing the construction of the Rangiora Eastern Link, with 16% opposed.

(d) **Approves** advancing development of the detailed design, resource consenting and securing the land required for the project if NZTA co-funding is secured.

(e) **Approves** bringing forward $4.8 million to the 2026/27 Annual Plan for the project.

(f) **Notes** staff will provide the proposed procurement and delivery strategy for the project for Council consideration on 2 June 2026.

(g) **Notes** that additional work is underway to review the share development contributions in light of the increased growth areas in East Rangiora and this will be reported back to Council later this year.

(h) **Notes** that further funding decisions for the balance of the project will be made as part of the Long Term Plan 2027-37 process.

(i) **Notes** that Council will consider the scope and affordability of the project once detailed design and consenting are complete and the pre-tender estimate confirmed, expected to be in mid-2027.

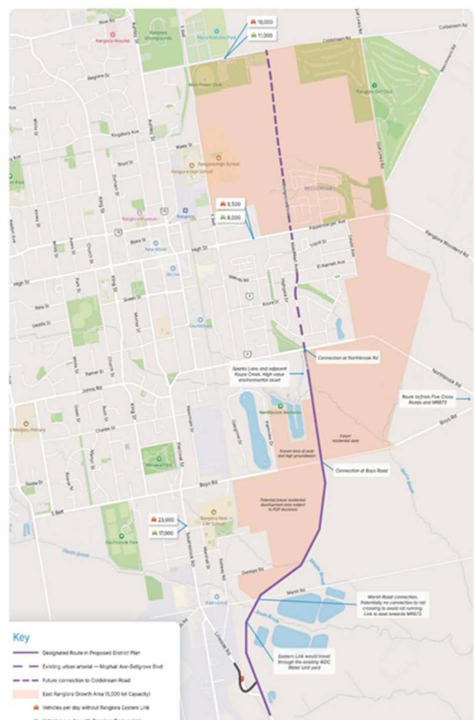
3. BACKGROUND

3.1. The Rangiora Transport Study (2001) identified the need to relieve congestion and service growth areas in the future and proposed the Rangiora Eastern Link (REL) and other interventions as a package of measures. A Scheme Assessment Report (2005) advanced investigations of a route for the proposed Rangiora Eastern Link including an initial capital cost estimate.

3.2. A series of planning processes, notably the East Rangiora Structure Plan and subsequent Outline Development plans each show the REL as fundamental to the development of east Rangiora.

3.3. A Notice of Requirement (2021) was prepared for the Proposed Waimakariri District Plan to establish a Designation for the land required for a route between Lineside Rd and Northbrook Rd, including an alignment to the west of the Wastewater Treatment Plant. A range of technical studies were completed to address potential areas of risk and environmental impact to support the Notice of Requirement.

3.4. Development Contributions were agreed with the developers of Bellgrove through a Private Development Agreement and are in the process of being included in a PDA with the developers of Rossburn. These are now reflected in the Development Contributions Policy. Parts of the Rangiora Eastern Link north of Northbrook Road have already been constructed (or will be constructed) through agreement with developers as part of the subdivision process for residential land.



3.5. The route of the new road is now designated in the District Plan and NZ Transport Agency confirmed co-funding for the Business Case and Concept Design in December 2024 and the concept design and business case were developed on that basis.

3.6. In April 2025, Council confirmed the route of the road following advice from a cross-agency group, including Council, NZ Transport Agency, and Ngāi Tūāhuriri representatives.

3.7. Work continued on development of a Concept Design and Business case for the project which lead to a significant reassessment of the budget and in March 2026, Council approved the Business Case for the project to be submitted to NZTA to seek co-funding for the project.

3.8. The expected forecast cost is now \$65.59 million with the worst case (P_{95}) cost forecast \$78.8 million, excluding GST and escalation.

3.9. At the time of writing this report, staff understand that the NZ Transport Agency Board will consider co-funding of the pre-implementation phase of the project shortly. and this decision <u>may</u> be available by the time of the Council meeting.

3.10. In anticipation of this, staff have progressed early work on a detailed procurement strategy and this is proposed to be bought for Council consideration on 2 June 2026.

4. ISSUES AND OPTIONS

4.1. **Summary of Submissions**

4.2. In light of the material increase in cost, as part of the Annual Plan 2026/27, consultation was carried out to seek views on the project noting that feedback was also sought as part of the 2024-2034 Long Term Plan.

4.3. Overall submissions show broad community recognition that congestion on Southbrook Road is a significant and worsening issue, and that additional transport capacity is needed to support Rangiora's continued growth.

4.4. In total, 31 submissions were received:

- 58% of submissions (18 of 31 received) were in favour of progressing construction of the Rangiora Eastern Link Road
- 16% (5 of 31 received) did not support progressing the project
- 26% o submissions (8 of 31 received) did not state a clear preference or supported the project but with qualifications.

4.5. A number of submitters strongly supported the Rangiora Eastern Link, describing it as overdue, necessary to reduce daily congestion and frustration, and important for improving access to Southbrook, Lineside Road and eastern Rangiora growth areas. Several submitters also noted that further delay is likely to increase costs and urged Council to progress the project as soon as practicable, subject to the required funding approvals.

4.6. A consistent theme across both supportive and qualified submissions was concern about the increase in estimated project cost, from the earlier Long Term Plan allowance of approximately $35 million to the current estimate of approximately $65.59 million.

4.7. Submitters sought greater transparency about the reasons for the increase, assurance that the project scope remains fit-for-purpose rather than "gold plated", and clarity about what would happen if NZ Transport Agency co-funding is not secured through the National Land Transport Plan process. Community Boards generally supported, or reluctantly supported, the project only on the basis that NZTA funding is confirmed and that further material cost escalation is avoided.

4.8. Several submitters questioned whether the Rangiora Eastern Link is the best or most affordable response to congestion. Alternative or complementary options raised included improving the Rangiora–Woodend Road route and SH1 intersection, upgrading the Townsend/Fernside/Flaxton route, replacing or widening Skew Bridge, improving signage to existing routes, addressing the South Belt traffic signals, and considering demand management measures.

4.9. While these routes and interventions have merit within the wider transport programme, they do not perform the same function as the Rangiora Eastern Link, which is intended to provide a north-south urban connector for East Rangiora, support planned growth, and reduce pressure on Southbrook Road.

4.10. Submitters also raised a range of design, safety and amenity matters that will need to be addressed through the next phase of the project. These included the operation of Bellgrove Boulevard and MacPhail Avenue, right-turning movements, emergency service access, public transport use, the Lineside Road connection, queuing risk near the railway crossing, heavy vehicle movements through residential areas, and the need for safe walking and cycling facilities. There was specific support for a shared path or cycleway alongside the corridor, including the opportunity to improve east-west and north-south active transport connections across Rangiora.

4.11. Overall, the submissions indicate support for the transport problem the project is seeking to address, but with clear expectations around affordability, funding certainty, cost control, and careful design.

4.12. Council has previously made decisions that construction should not proceed without NZTA co-funding, and staff note that a further gateway at the end of design will be required to confirm affordability, scope and funding prior to issuing tenders for construction.

Options for consideration

4.13. Option A - Council's preference – Progress project subject to receiving NZTA co-funding:

Subject to confirmation of NZTA co-funding of pre-implementation phase of the project, progress the design and consenting of the project immediately with a further gateway prior to tendering for construction to confirm affordability.

This is the preferred option as it important to progress investigation and planning into this route key future route. This option received the highest amount of support through the consultation process but also recognises the concerns regarding the cost increase.

4.14. Option B - Proceed with the project but not within 2027-37 LTP period:

The project would be moved outside of the 2027-27 LTP period and not progressed. This will result in congestion increasing in Southbrook and the wider Rangiora area. The roading network will not be able to adequately support growth particularly in the east of Rangiora.

This would also restrict freight and limit the roading network's ability to support the district's economy. Planned projects would likely need to be delayed. As such this is not the recommended option.

4.15. Option C - Status Quo — Don't build the road:

This would result in unacceptable levels of congestion in Southbrook and impact the wider Rangiora area. This would limit the roading network's ability to support the district's economy. As such this is not the recommended option.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. There is considerable concern about existing congestion and future growth impacts on Southbrook Rd, which will be eased by the Rangiora Eastern Link Road being constructed.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Whitiora (on behalf of Ngāi Tūāhuriri) have been engaged in the development of the business case and concept design and support the recommended route.

Initial korero on the division of Koura Creek and replacement with a mahinga kai wetland habitat project, leading to a reduction in works at Northbrook Stream are positive and are ongoing.

5.2. Groups and Organisations

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

In particular these include Te Ngāi Tūāhuriri, ECan, NZ Transport Agency (Waka Kotahi), KiwiRail, underlying and neighbouring landowners, new and existing residents affected by the projects, and the travelling public.

5.3. Wider Community

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

An opportunity has been provided through the Long Term Plan process for submissions to be made on the subject. The results of this consultation are the subject of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

Background to the increased forecast cost of the project

6.1.1. Submissions reflected a concern about the materially increased forecast cost of the project, and this is reasonable seeing the forecast cost rise from $35M to $65.59 Million.

6.1.2. As outlined in the March 2026 report, following considerable work to develop the concept design, investigate the geotechnical conditions, and review the costs estimates, staff consider the project represents the minimum scope necessary to deliver the transport benefits outlined earlier. The Value Engineering process, with input from multiple consultants and an experienced contractor means that the project team consider that the estimated cost to be robust and it is not likely to be able to be delivered at a lower price.

6.1.3. Council will be aware that the budgets for many projects across the region have been reassessed due to construction cost inflation, but also because the initial cost estimate was prepared before sufficient investigation and design was undertaken to fully scope and understand the project.

6.1.4. This is why the concept design was bought forward to be prepared alongside development of this business case: reducing the risk that the project cost estimate increases later in the project life and before Council is able to make decisions to rescope, halt or fund the project.

6.1.5. The expected capital cost is based on the ‘Minimum Viable Product’ that can deliver these transport benefits. This estimate has been prepared by WSP, with supporting work by Beca and BG Contracting with the contingency assessed using a quantitative risk analysis methodology.

Impact on rates and funding structure

6.1.6. This means the contribution from Rates (Level of Service) will need to increase from the estimate prepared in 2021 to fund the project. This adjustment reflects real-world factors like inflation, materials, and engineering considerations as well as materially improved understanding of the works required to deliver the road.

6.1.7. This will lead to an average increase in rates by $19.73 per annum (38cents/week) excluding any allowance for escalation in future years. FY27/27 and 38/29 forecast budgets are in line with the forecast expenditure below and this will be further assessed as part of the Long Term Plan process as the design phase is completed

6.1.8. Funding is proposed via Development Contributions (Outer East Rangiora ODA) ($14.6m), NZTA ($26.0) and District Wide Development Contributions ($8.0m) with the balance from Rates ($17.0m). This means that Rates form 26% of the total project cost, reflecting an excellent return for the ratepayers.

6.1.9. Note that staff have commissioned updated traffic modelling on order to review the share of development contributions to the project and the outcomes of this review will also be brought to Council for consideration.

6.1.10. The table below shows the proposed funding breakdown, with the subsequent table providing the forecast cashflow by financial year for the project.

	Total
Total project cost	$ 65,590,000
LESS	
East Rangiora ODA DC's (not subsidised)	($ 14,577,384)
Cost to be shared by Council and NLTP	**$ 51,012,615**
Made up as follows	
NZTA co-funding 51% FAR…….	$ 26,016,434
District wide growth (DC's)……	$ 8,034,775
Rates/LoS (debt funded)……	**$ 16,961,406**

Table 1 Funding Structure

	2026/27	2027/28	2028/29	2029/30	TOTAL
Rangiora Eastern Link Road	$ 4,800,000.00	$ 21,063,546.60	$31,782,187.31	$ 7,945,546.83	**$65,591,280.73**

Table 2 Forecast cashflow

6.1.11. Based on 2025-dollar costs, this will lead to an average increase in property rates from 29c/week to 67c/week (increase of 38c/week). In annual terms, the rates contribution in the LTP is currently $15.03pa, increasing by $19.73pa to $34.76 pa.

Implications of current cost uncertainty and next decision gateway

6.1.12. These forecast costs are based on 2025-dollar costs, and it will be prudent to make further allowance of escalation over the period of delivery as part of next year's Long Term Plan process. BERL has developed the Local Government Cost Index on behalf of Taiuarã, which indicates an additional $6.0m of escalation could occur over the forecast construction period.

6.1.13. However the impact on fuel prices caused by the war in Iran is additional to this forecast, and it is not yet clear the implications of this will be on the project cost. Allowance for escalation will be considered as part of the Long Term Plan process and once the design process has progressed to the next stage of maturity.

6.1.14. Further, the co-funding from NZTA is only for the pre-implementation phase at this stage (design, consenting and property) and a further decision will need to be sought from NZTA to secure the co-funding for the construction phase. This is expected to be in mid-2027.

6.1.15. This will also be a key decision gateway for Council to consider the scope and affordability of the project prior to committing to the construction of the project.

Recommendation to bring budget forward to the 2026/27 Financial year

6.1.16. The draft 2026/27 Annual Plan was prepared with a budget of $250,000 in 2026/27. This was as a result of a recommendation from staff that the original budget of $5,000,000 would not be spent, based on an earlier assessment that the pace of decision-making would not support significant expenditure in that year.

6.1.17. However, with the recent steps to resolve the estimates and pending NZTA decision, it is now considered that a budget of $4,800,000 is appropriate and necessary to advance the project, and this is requested as part of this staff submission to the 2026/27 Annual Plan.

6.1.18. It is noted that this does not trigger the Significance and Engagement Policy and won't have any effect on rating impact for 26/27, as the loan costs will fall in the following year. This will be included in the 2027-37 LTP.

6.1.19. The changes requested in this report are included in the figures presented in the attached budget spreadsheets. The Development Contributions report will incorporate any adjustments to Development Contributions required as a result of these changes; however it is also noted that a specific review of the development contributions is underway in light of the increased growth area zoned under the District Plan in East Rangiora.

6.1.20. Note that there has been no uniform adjustment across any of the capital works budgets to account for cost fluctuations due to ongoing fuel or material supply cost increases.

6.2. **Sustainability and Climate Change Impacts**

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

- Reduction in 7,000 kilometres travelled per day (VKT), leading to reductions in carbon emissions,
- Travel time reliability will increase the attractiveness of public transport,
- An alternative public transport route, and,
- Strengthen active transport connection through the east of the town

6.3 **Risk Management**

There are risks arising from the recommendations in this report; and the key project risks are outlined below:

NLTP inclusion and funding commitment	The BC is developed on the basis (and for the purpose of securing) co-funding from the NLTP. A further request will be made to NZTA for the construction phase co-funding once the design phase is complete.
Cost fluctuations, particularly related to fuel and geo-political events	Allowance for cost fluctuation will be included as part of the construction phase budgeting in the Long Term Plan.
Development Contributions cashflow	This is an organisational risk that is broader than the REL and a risk that Council accepts
Geotechnical/groundwater conditions	Full site investigations have been undertaken to materially reduce this risk, with ongoing groundwater monitoring.
Rail interface (KiwiRail) and level crossing works	Early engagement with Kiwirail, including the necessary risk assessment studies have been completed, along with material time periods for design of the new rail crossing allowed for in the programme.
Consenting/Outline Plan timing	The existing global consents for construction and operational phase SW discharge have been extended to cover the REL. Consents for waterway diversion and groundwater interception are low to moderate risk, with the exception of the diversion of Koura Creek.

Land acquisitions	Advance land negotiations as early as possible and allowance in the proposed initial year budget includes some land acquisition.
Interface with adjacent development	The proposed Private Development Agreement with Rossburn will include clear construction phasing and communication protocols.

6.3 **Health and Safety**

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

When the contract for physical works is procured, the successful supplier will be required to meet and comply with Council's Health & Safety requirements.

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. This includes the recommendation to bring forward the FY26/27 budget to $4.800 million.

This is because the amount is less than 5% of the total budgeted rating revenue (clause 5.2.1) and does not trigger any of the criteria in clause 5.2.2

7.2. **Authorising Legislation**

This matter is covered by the Local Government Act.

7.3. **Consistency with Community Outcomes**

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

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other, and Christchurch is readily accessible by a range of transport modes

There are wide ranging opportunities for people to contribute to the decision making that effects our District:

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

There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised.
- Our district has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

7.4. **Authorising Delegations**

The Council has the authority to consider matters related to the Annual Plan.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	RDG-08-09-01 / 260504108577
REPORT TO:	COUNCIL
DATE OF MEETING:	26 May 2026
AUTHOR(S):	Joanne McBride, Roading & Transport Manager Gerard Cleary, General Manager Utilities & Roading
SUBJECT:	Staff Submission to the Annual Plan 2026/27 – Roading Budgets

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

General Manager

Chief Executive

1. SUMMARY

1.1. This report is to provide a request for additional changes to Roading budgets for the 2026-27 Annual Plan.

1.2. Changes are requested to be made where further information has come to hand or where staff have further considered the likely timing of projects and the funding required.

1.3. The Roading Capital Programme for 2026-27 has been reviewed and adjustments proposed are outline in *Table One* below.

Budget Name	Original 2026/27 Budget $	Proposed 2026-27 Budget $	Proposed 2027-28 Budget $	Comment
Land Purchase – Growth *Unsubsidised*	0	50,000	50,000	Developer Driven. High likelihood of need. Bring forward $50,000 from 27/28 to 26/27 (reduce 27/28 budget).
Cenotaph Corner	235,000	50,000	0	Likely need to upgrade the footpath outside the new BNZ corner building. Move budget of $185,000 to 28/29.
Stock Underpass Contribution	0	100,000	0	Two requests which are likely to generate requirement for Council share.
Tram Rd / No.10 Road - Intersection Upgrade	450,000	1,150,000	0	Estimated cost to undertake a full upgrade of the intersection including property purchase (subject to Council approval).
West Rangiora ODP	409,400	0	684,888	Move $409,400 from 26/27 out to 28/29 (total budget $637,696 in 28/29).
Rangiora Woodend Rd Improvements incl. Boys Rd (widen & hazard removal)	50,000	0	50,000	Move budget of $150,000 from 27/28 out to 28/29 (total budget $480,000 in 28/29). Timed with Woodend Bypass.
TOTALS	**$1,144,400**	**$1,300,000**		

Table One – Proposed Budget Changes

1.4. The following changes are proposed:

1.4.1. Land Purchase for Growth - There is no budget in 2026/27 for land purchase which is related to growth. It is recommended that budget be brought forward into 2026/27.

1.4.2. West Rangiora ODP – While there is planned development in West Rangiora, the exact timing and extent of works is not clear. It is recommended the 2026/27 budget be moved out to 2028/29.

1.4.3. Requests for Private Seal Extensions – As per the December 2025 workshop with Council, staff are working with residents on two requests for seal extensions requests. There has been no specific budget allocated for this work as part of this report.

1.4.4. Cenotaph Corner – Staff have been considering options for this important linkage. A workshop has been held with the Rangiora-Ashley Community Board. It is recommended that a small amount of budget is retained in 2026/27 for footpath / landscaping work outside the new BNZ building and the remainder moved to 2028/29.

1.4.5. Stock Underpass Contribution – Council's Stock Underpass Rules allow by agreement, Council to contribute towards the cost of a stock underpass. Recently two requests have been received for underpasses. Budget has been requested to progress one at this stage.

1.4.6. Tram Road / No. 10 Road Intersection Improvement – This is subject to a separate report for Council with two options around upgrading for consideration. Undertaking a full upgrade would also be subject to confirmation of NZTA co-funding allocation.

1.4.7. Rangiora Woodend Rd Improvements including Boys Rd – This project is for roadside hazard removal and widening on Rangiora Woodend Rd and Boys Rd. It is recommended design is carried out in 2027/28 and construction 2028/29, to tie in with timing for the Woodend Bypass.

1.5. In summary, the nett result of the changes proposed results in an increase in capital expenditure in the 2026/27 financial year of $155,600, subject to the Council decision on the Tram Rd / No. 10 Rd Intersection Improvements.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260504108577.

(b) **Approves** the proposed changes to capital budgets for the 2026-27 financial year as outlined in the following table:

Budget Name	Original 2026/27 Budget $	Proposed 2026-27 Budget $	Proposed 2027-28 Budget $	Comment
Land Purchase – Growth *Unsubsidised*	0	50,000	50,000	Developer Driven. High likelihood of need. Bring forward $50,000 from 27/28 to 26/27 (reduce 27/28 budget).
Cenotaph Corner	235,000	50,000	0	Likely need to upgrade the footpath outside the new BNZ corner building. Move budget of $185,000 to 28/29.
Stock Underpass Contribution	0	100,000	0	Two requests which are likely to generate requirement for Council share.
Tram Rd / No.10 Road - Intersection Upgrade	450,000	1,150,000	0	Estimated cost to undertake a full upgrade of the intersection including property purchase (subject to Council approval).
West Rangiora ODP	409,400	0	684,888	Move $409,400 from 26/27 out to 28/29 (total budget $637,696 in 28/29).
Rangiora Woodend Rd Improvements incl. Boys Rd (widen & hazard removal)	50,000	0	50,000	Move budget of $150,000 from 27/28 out to 28/29 (total budget $480,000 in 28/29). Timed with Woodend Bypass.
TOTALS	**$1,144,400**	**$1,300,000**		

(c) **Notes** that a review of Roading budgets has been undertaken to ensure the projects that are included within the budget are deliverable while still minimising any impacts to levels of service and ensuring we keep our commitments to NZ Transport Agency to deliver our programme of works as the co-funder of these projects.

(d) **Notes** that the result of these changes is an increase in capital expenditure in the 2026/27 financial year of $155,600.

(e) **Notes** that the Tram Road / No. 10 Road Intersection is the subject of a separate report and subject to Council approvals and NZ Transport Agency approval of co-funding allocation.

(f) **Circulates** this report to the Community Boards, for their information

3. BACKGROUND

3.1. A review has been undertaken of the 2026/27 Roading budgets ahead of deliberations for the Annual Plan. Staff have further considered additional information which has come to hand over the last 2 to 3 months, to help inform budget setting and the timing for when funding will be required.

3.2. Following this review, it is recommended a small number of budgets are adjusted for the 2026/27 financial year.

4. ISSUES AND OPTIONS

4.1. Consideration has been given to the timing and need for roading budgets. No projects are proposed to be removed entirely, as each project had an important driver to be completed.

4.2. Table 1 in section one (above) summarises the changes proposed to capital budgets. A detailed project by project analysis of the capital programme is as follows:

Development Driven Budgets

4.3. Land Purchase for Growth - There is no budget in 2026/27 for land purchase which is related to growth. This budget is required where land is needed to allow growth related projects to progress. Given the high level of development activity in the district, it is recommended that budget of $50,000 be brought forward from 2027/28 into 2026/27.

4.4. West Rangiora ODP – While there is planned development in West Rangiora, the exact timing and extent of works has not yet been determined. As such it is recommended the 2026/27 budget of $409,400 be moved out to 2028/29, and it is noted that there is budget in 2027/28. Should development occur earlier then staff would bring a report to Council asking for budget to be brought forward.

4.5. Requests for Private Seal Extensions – As outlined during the December 2025 workshop with Council, staff are currently working with residents on two requests for seal extensions under the Road Reserve Management Policy (Private Funding of Seal Extensions). There has been no specific budget allocated for sealing work at this time due to the uncertainties around the work progressing. Staff will bring a separate report on this matter at a later date, once there is more certainty on the scope and likely timing.

Capital Budgets

4.6. Cenotaph Corner – This project is an action in the Rangiora Town Centre Plan. Staff have been considering options for this important town centre pedestrian linkage and held a workshop with the Rangiora-Ashley Community Board on this subject in early 2026. Further consideration of how best to improvement pedestrian linkages is required, but is unlikely to be undertaken in 2026/27. I the meant time, the new build on the BNZ corner is progressing and is likely to require higher amenity footpath / landscape finishes (e.g. planters etc.) in the vicinity of the new build. As such it is recommended that a small amount of budget is retained in 2026/27 for this purpose and the remainder moved out to 2028/29.

4.7. Stock Underpass Contribution – Council's Stock Underpass Rules allow by agreement, Council to contribute towards the cost of a stock underpass. This contribution recognises that there is a benefit to all road users. Council has had very few inquiries in relation to stock underpasses over the last 10 years and has not needed to contribute towards funding any during this time. Staff, however, have recently received two requests which are currently being processed. A budget has been requested to progress one stock underpass request. Should both proceed then additional budget would likely be required.

4.8. Tram Road / No. 10 Road Intersection Improvement – This is the subject of a separate report for Council consideration. Two options are being presented; 1) Undertake a full intersection upgrade at an estimate cost of $1.2 million or 2) Undertake lower-cost safety interventions within the current budget of $50,000 and Council could consider including a full upgrade in later years of the Long Term Plan.

4.9. Rangiora Woodend Rd Improvements including Boys Rd – This project is for roadside hazard removal and widening on Rangiora Woodend Rd and Boys Rd. Design is proposed to be undertaken in 2027/28 and construction 2028/29, to better tie in with anticipated timing for the Woodend Bypass.

Summary

4.10. The nett result of the above changes has resulted in an increase in capital expenditure in the 2026/27 financial year of $155,600, subject to the Council decision on the Tram Rd / No. 10 Rd Intersection Improvements.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report, as the changes recommended are considered to be minor in nature.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

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

No groups or organisations have specifically been consulted regarding the high-level review of budgets.

5.3. Wider Community

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

The changes proposed are generally considered to be mor minor in nature.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

The nett result of the above changes is an increase in capital budget of $155,600. This equates to an 0.8% increase in the value of capital works to be completed next financial year (subject to Council's decision on the extent of improvements at the Tram Road / No. 10 Road Intersection.

The rates impact is XX (to be added).

This additional budget of $155,600 is not currently included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

The proposed changes within this report aim to deferring works where it is safe to do so and where there is no or minimal impact on the Community. The changes proposed are to defer spend rather than cancel project. Therefore, the risk of potential negative community implications associated with the deferral is relatively minor.

6.3 Health and Safety

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

Staff have considered health and safety risks associated with deferring projects through the prioritisation process have identify which projects can or cannot be deferred.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

The Land Transport Management Act is the relevant legislation in this matter.

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report. In particular, the following community outcomes are of relevance to the issue under discussion:

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

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

Environmental: a place that values and restores our environment

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

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

- Enterprises are supported and enabled to succeed.

Infrastructure and services are sustainable, resilient, and affordable.

7.4. Authorising Delegations

Council has the authority to add or amend budgets.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	LTC-03-21 / 260428104569
REPORT TO:	COUNCIL
DATE OF MEETING:	26 – 27 May 2026
AUTHOR(S):	Kitty Waghorn, Solid Waste Asset Manager Gerard Cleary, General Manager Utilities & Roading
SUBJECT:	Solid Waste – Utilities & Roading Department Staff Submission to the Draft 2026/27 Annual Plan

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

General Manager   Chief Executive

1 SUMMARY

1.1 The purpose of this report is to provide a request for changes to the Solid Waste budgets for the 2026/27 Annual Plan.

1.2 Staff have reviewed the proposed Solid Waste capital works programme to confirm the project budgets and the deliverability of these projects. The forecast 2025/26 budget carry-overs are likely to be sufficient to fund the level of investigations, preliminary design and other works that are necessary to progress this project in 2026/27.

1.3 Given the current uncertainties around the facility upgrades and expansions, staff propose to defer the new budget allowances that were made for the Southbrook resource recovery park (RRP) and transfer station (TS) upgrades from 2026/27 to 2027/28.

1.4 Since the preparation of the draft 2026/27 Annual Plan budgets, staff have been advised by our rubbish bag supplier that, owing to recent increases in oil costs, their costs for newly ordered bags have increased by 30.5%. Staff propose that the retail price for WDC-branded bags be increased from $4.00 to $4.10 (including GST) to fund this increase in bag manufacture and supply costs.

1.5 Staff had included a $30,000 budget allowance in the operational budgets for a contestable fund to be introduced in 2026/27. A considerable amount of work needs to be undertaken before this can be implemented; therefore, staff propose that the $30,000 budget allowance be removed from the 26/27 "Waste Minimisation Implementation" budget line in the Waste Minimisation Account

1.6 Summary of Budget Sheet Amendments

Ledger Code & Description	Draft AP Budget	Proposed AP Budget	Difference
Operational Budget Changes			
GL 10.400.020.1517 Refuse Bag Revenue (Collection Income)	$304,070	$309,880	$5,810 +1.9%
GL 10.400688.2910 Refuse Bags (Collection Operational expenditure)	$17,530	$22,870	$5,340 +30.5%
GL 10.402.261.2502 Waste Minimisation Implementation (Waste Min Operational expenditure)	$218,894	$188,894	-$30,000 -13.7%

Capital Works Budget Changes			
PJ 101568 Southbrook resource recovery park upgrades – Defer to 27/28 (Waste Min Capital Works)	$270,000	$0	-$270,000 -100%
PJ 100843 Southbrook transfer station upgrades – Defer to 27/28 (Waste Min Capital Works)	$165,000	$0	-$165,000 -100%

Table 1: Summary of Budget Amendments

1.7 The changes requested in this report are included in the figures presented in the attached budget spreadsheets.

1.8 There has been no uniform adjustment to capital works budgets to account for cost fluctuations due to ongoing fuel or material supply cost increases. The proposed changes will not result in any changes to rates or to Development Contributions.

Attachments:

i. Amended Budget Spreadsheets for Collection, Waste Minimisation and Disposal Accounts (TRIM 260512113967).

2 RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260428104569.

(b) **Approves** deferring the $270,000 budget allowance in the Waste Minimisation Account for the Southbrook resource recovery park upgrades PJ 101568 from 2026/27 to 2027/28.

(c) **Approves** deferring the $165,000 budget allowance in the Disposal Account for the Southbrook transfer station upgrades PJ 100843 from 2026/27 to 2027/28.

(d) **Notes** that these adjustments to capital works budgets do not have any rates implications in the 2026/27 financial year as they were being funded out of account surpluses.

(e) **Approves** increasing the GST-inclusive charges for WDC-branded rubbish bags as below:

i) Retail price from $4.00 to $4.10 per bag,

ii) Retail price from $20.00 to $20.50 per 5-pack,

iii) Retail price from $40.00 to $41.00 per 10-pack,

iv) Retail price from $100.00 to $102.50 per 25-pack, and

v) Wholesale price from $95.00 to $97.50 per 25-pack.

(f) **Approves** amending the following GL codes that are associated with WDC rubbish bag sales and purchases:

i) GL 10.400.020.1517 Refuse Bag Revenue increase from $304,070 to $309,880

ii) GL 10.400688.2910 Refuse Bags increase from $17,530 to $22,870

(g) **Notes** that this recommended 2.5% increase in bag charges has been set to recover a 30.5% increase in bag manufacturing costs owing to global oil price rises; and that the bag retail prices are set to fully recover the costs for manufacturing and delivery of the bags to retail outlets, their collection from kerbside and the disposal of the contents.

(h) **Approves** removing a $30,000 budget allowance for a Contestable Fund from the “Waste Minimisation Implementation” GL 10.402.261.2502 in the Waste Minimisation Account, reducing the operational budget from $218,894 to $188,894.

(i) **Notes** that the proposed budget adjustments do not have any rates implications and will not impact Development Contributions.

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

3 BACKGROUND

3.1 The proposed upgrades at Southbrook resource recovery park (RRP) and transfer station (TS) have been delayed with staff looking at alternative upgrade and expansion options, and the 2025/26 budget allowances will not be fully utilised in the current year. Consequently, the budgets and work-in-progress expenditures from the Waste Minimisation and Disposal Accounts will be carried over into the 2026/27 financial year.

3.2 WDC bags are fully user-pays in relation to bag supply, collection and disposal charges, and partially cover Council’s internal costs to administer the supply and delivery of the bags and invoicing retail outlets. The remaining portion of Council’s administration costs are funded through a $10 p.a. including GST in the Kerbside Recycling & Refuse rate.

3.3 The draft Annual Plan allowed for the current $4.00 (including GST) charge for WDC-branded rubbish bags to remain at that level, as, at the time of budget preparation, the bag manufacture and delivery contract charges were expected to only rise by 3.2% in the upcoming financial year.

3.4 Staff were recently advised by the supplier that, owing to the recent increases in oil prices, the manufacturing costs for their most recent order for bags have risen by 30.5%, requiring the bag retail price to be increased.

3.5 Staff had made a budget allowance of $30,000 in 2026/27 to introduce to fund a new Contestable Waste Minimisation Fund for local waste diversion and minimisation projects. Considerable work must be undertaken to finalise the application and assessment processes and the governance structure around this Fund before it can be introduced.

4 ISSUES AND OPTIONS

4.1 Budget changes are required to the following Solid Waste Accounts.

Southbrook RRP Upgrade (Waste Minimisation Account)

4.2 Staff consider that there will be sufficient budget carried over from 2025/26 to fund the level of investigations, preliminary design and other works that are necessary to progress this project, and the additional budget that had been added to the capital budgets for 2026/27 is not likely to be required. Staff therefore propose to defer this $270,000 funding allowance in the draft Annual Plan from 2026/27 to 2027/28.

4.3 This account is primarily funded by Council’s landfill levy funding income. We project that there will be sufficient surplus in the account to fund the projected level of capital expenditure without impacting on rates.

Southbrook TS Upgrade (Disposal Account)

4.4 Staff consider that there will be sufficient budget carried over from 2025/26 to fund the level of investigations, preliminary design and other works that are necessary to progress this project, and the additional budget that had been added to the capital budgets for 2026/27 is not likely to be required. Staff therefore propose to defer this $165,000 funding allowance in the draft Annual Plan from 2026/27 to 2027/28.

4.5 This account is significantly funded by gate charges, with general rates and a share of landfill levy funding used to offset the costs for providing uncharged diversion activities, and general rates funding used for ongoing closed landfill management and remediation. We project that there will be a sufficient opening balance to fund the projected level of capital expenditure without impacting on rates.

WDC Bag Supply Costs and Retail Charges (Collection Account)

4.6 A 30.5% increase in bag costs cannot be accommodated within the current $4.00 bag charges; therefore, the bag retail price must be increased to offset the increase in bag costs. Staff have calculated that a 10 cent (2.5%) increase will be sufficient to recover the 30.5% increase in bag supply costs. This will raise the Council's GST-inclusive bag prices as follows:

i) Retail price from $4.00 to $4.10 per bag,

ii) Retail price from $20.00 to $20.50 per 5-pack,

iii) Retail price from $40.00 to $41.00 per 10-pack,

iv) Retail price from $100.00 to $102.50 per 25-pack, and

v) Wholesale price from $95.00 to $97.50 per 25-pack.

4.7 This increase is consistent with the bag charges that were projected for the 2026/27 financial year in the 2024-34 LTP. The bags are fully user-pays with regards to bag supply costs; therefore, kerbside rates charges are not impacted.

Contestable Fund (Waste Minimisation Account)

4.8 Considerable work must be undertaken to finalise the application and assessment processes and the governance structure around the proposed new Contestable Waste Minimisation Fund before such it can be introduced. Staff consider that the amount of work required is unlikely to be completed in time to introduce the new Fund in the 26/27 financial year.

4.9 Staff therefore recommend that the $30,000 budget allowance be removed from the 2026/27 budgets in the Waste Minimisation Implementation GL 10.402.261.2502, noting that this will not impact on future budget allowances that have been for the Contestable Waste Minimisation Fund.

4.10 Summary of Budget Sheet Amendments

Ledger Code & Description	Draft AP Budget	Proposed AP Budget	Difference
Operational Budget Changes			
GL 10.400.020.1517 Refuse Bag Revenue (Collection Income)	$304,070	$309,880	$5,810 +1.9%
GL 10.400688.2910 Refuse Bags (Collection Operational expenditure)	$17,530	$22,870	$5,340 +30.5%
GL 10.402.261.2502 Waste Minimisation Implementation (Waste Min Operational expenditure)	$218,894	$188,894	-$30,000 -13.7%
Capital Works Budget Changes			
PJ 101568 Southbrook resource recovery park upgrades – Defer to 27/28 (Waste Min Capital Works)	$270,000	$0	-$270,000 -100%
PJ 100843 Southbrook transfer station upgrades – Defer to 27/28 (Waste Min Capital Works)	$165,000	$0	-$165,000 -100%

Table 2: Summary of Budget Amendments

Implications for Community Wellbeing

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

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

5 COMMUNITY VIEWS

5.1 Mana whenua

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

5.2 Groups and Organisations

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

5.3 Wider Community

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

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

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

Southbrook RRP Upgrade (Waste Minimisation) and TS Upgrade (Disposal)

6.1.1 These are two joint multi-year projects funded out of two accounts. The Waste Minimisation Account is primarily funded by Council's landfill levy funding income. The Disposal Account is significantly funded by gate charges, with general rates and a share of landfill levy funding used to offset the costs for providing uncharged diversion activities at our facilities, and general rates funding used for ongoing closed landfill management and remediation.

6.1.2 Current projections are that there will be sufficient budgets carried over from 2025/26 to fund the level of investigations, preliminary design and other works that are necessary to progress both projects in 2026/27, and the additional budgets that had been added to the capital budgets for 2026/27 are not likely to be required.

6.1.3 Staff therefore propose to defer the following capital works funding allowances that were made in the 26/27 Annual Plan, to 2027/28:

- $270,000 in the Waste Minimisation Account and
- $165,000 funding allowance in the Disposal Account.

6.1.4 We project that there will be sufficient surplus in these accounts to fund the projected level of capital expenditure without impacting on rates in the 2026/27 financial year.

WDC Bag Supply Costs and Retail Charges (Collection Account)

6.1.5 Current rubbish bag charges are set to $4.00 per bag including GST. This charge is set to fully recover the costs to supply and collect the bags and to dispose of the rubbish in the bags.

6.1.6 With the notified 30.5% increase in the bag supply costs, staff have calculated that raising the bag retail charge by 2.5% to $4.10 per bag (incl. GST) will be sufficient to cover this increase while limiting the financial impact for residents choosing to use Council bags for kerbside collection services.

6.1.7 The recommended price increase and notified cost increase have minimal impact on the Collection Account's projected account surplus, and will result in the following changes to revenue and operational budgets:

i) GL 10.400.020.1517 Refuse Bag Revenue increase from $304,070 to $309,880

ii) GL 10.400688.2910 Refuse Bags increase from $17,530 to $22,870

6.1.8 The Collection Account is funded by targeted kerbside collection rates, part-year charges for new bin services, and rubbish bag sales. The recommendations do not impact on targeted rates charges.

Contestable Fund (included in the Waste Minimisation Account)

6.1.9 Deducting the $30,000 budget allowance from GL 10.402.261.2502 reduces the total budget from $218,894 to $188,894 and will increase the Waste Minimisation Account projected net surplus from $28,342 to $60,922.

6.1.10 The Waste Account is primarily funded by Council's Landfill levy income, and the recommended reduction in operational costs does not impact on rates.

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

6.4 Health and Safety

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

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

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

7.3 Consistency with Community Outcomes

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

- Our district transitions towards a reduced carbon and waste district.
- Core utility services are provided in a timely and sustainable manner.

7.4 Authorising Delegations

The Council has the delegated authority to approve the recommendations of this report.

	COLLECTION ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	REVENUE			
10.400.050.1104	Recycling Bin Rate	2,364,271	2,477,535	2,495,561
	Waste Bin Rates	4,056,052	4,518,161	4,505,501
10.400.050.1517	Refuse Bag Revenue	188,120	180,360	309,880
10.400.050.1519	Wheelie Bin Fees	155,470	147,970	147,660
10.400.050.1539	Rates Penalties	39,386	40,650	40,143
10.400.050.1304	Interest on Account Balance	22,881	16,834	16,834
	TOTAL INCOME	**6,826,180**	**7,381,509**	**7,515,579**
	DIRECT OPERATING EXPENDITURE			
	General Operating			
10.400.100.2465	Operations	14,190	14,640	14,640
10.400.240.2502	Monitoring Waste Stream	10,800	11,150	11,150
10.400.241.2502	Kerbside Collection management & promotions	169,790	175,070	176,070
10.400.100.3001	Overhead recovery 3 Waters and roading	297,826	309,352	**301,531**
	Total General Operating	492,606	510,212	503,391
	Distribution and Removal Operations			
10.400.688.2910	Refuse bags	12,950	12,410	22,870
10.400.242.2500	Collection	686,672	700,292	723,010
10.400.243.2502	Disposal Charges Refuse	1,640,540	1,747,390	1,681,930
10.400.243.2502	Disposal Charges Organics	979,580	1,065,730	1,003,190
10.400.688.2469	Landfill Levy	375,470	421,791	408,430
	Total Distribution and Removal Operations	3,695,212	3,947,613	**3,839,430**
	Contracts			
10.400.244.2502	Contract Payments - Refuse collection	698,537	704,038	746,100
10.400.245.2502	Contract Payments Recycling	793,196	793,629	826,800
10.400.239.2502	Contract Payment organics	1,066,951	1,091,211	1,163,760
	Total Contracts	2,558,683	2,588,878	**2,736,660**
	TOTAL DIRECT OPERATING EXPENDITURE	**6,746,501**	**7,046,703**	**7,079,481**
	Indirect Expenditure			
10.400.650.3009	Rating collection costs	63,875	71,152	53,425
10.400.650.3000	Corporate Overheads	548,235	569,428	613,430
	Subtotal: Indirect Expenditure	612,110	640,580	666,855
	TOTAL OPERATING EXPENDITURE	**7,358,611**	**7,687,283**	**7,746,336**
	OPERATING SURPLUS (DEFICIT)	**(532,431)**	**(305,773)**	**(230,757)**
CAPITAL EXPENDITURE				
	TOTAL CAPITAL EXPENDITURE	**-**	**-**	**-**
	CAPITAL SURPLUS (DEFICIT)	**-**	**-**	**-**
TRANSFERS				
10.400.663.8001	Transfer from Waste Minimisation Account	312,564	222,519	**339,918**
	TOTAL TRANSFERS	**312,564**	**222,519**	**339,918**
	Net surplus (deficit)	(219,867)	(83,254)	109,161
10.400.000.8000	Opening Balance	832,021	612,155	612,155
	Closing Balance	612,155	528,900	721,316
	No. of rates charged in Rating Area - 100% recycling	21,280	21,762	**21,926**
	No. of properties in Rating Area rated for Refuse Collection	17,727	18,699	**18,815**
	No. of properties in Rating Area rated for Organics Collection	14,595	15,457	**15,821**
		53,602	55,918	**56,562**
	Kerbside Refuse bag & Recycling Rate includes CPI	122.00	125.00	**125.00**
	Kerbside Refuse Bin Rate (80L bin) includes CPI	119.60	126.60	**124.60**
	Kerbside Refuse Bin Rate (140L bin) includes CPI	160.10	170.10	**165.90**
	Kerbside Organics Bin Rate (80L Bin) includes CPI	98.20	102.30	**101.30**
	Kerbside Organics Bin Rate (140L Bin) includes CPI	133.10	138.60	**137.30**
	Kerbside Organics Bin Rate (240L Bin) includes CPI	188.60	195.90	**194.60**
	Ohoka & Mill Rd recycling coll'n No. charges	1,096	1,121	**1,123**
	Ohoka, Mill Rd & Swananoa/Mandeville Recycling Rate	112.00	115.00	**115.00**
	Total Rates (Incl GST)	6,420,323	6,995,695	7,001,062
	recycling rates	2,364,271	2,477,535	2,495,561
	refuse rates	2,308,032	2,588,714	2,548,112
	organics rates	1,748,020	1,929,446	1,957,389
	Recycling Increase/(Decrease) %	3.39%	2.46%	2.46%
	Bag charge	4.00	4.10	**4.10**
		0.00%	2.50%	2.50%

Original Draft Budget

	COLLECTION ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	REVENUE			
10.400.050.1104	Recycling Bin Rate	2,364,271	2,477,535	2,495,561
	Waste Bin Rates	4,056,052	4,518,161	4,505,501
10.400.050.1517	Refuse Bag Revenue	188,120	180,360	304,070
10.400.050.1519	Wheelie Bin Fees	155,470	147,970	147,660
10.400.050.1539	Rates Penalties	39,386	40,650	40,143
10.400.050.1304	Interest on Account Balance	22,881	16,834	16,834
	TOTAL INCOME	**6,826,180**	**7,381,509**	**7,509,769**
	DIRECT OPERATING EXPENDITURE			
	General Operating			
10.400.100.2465	Operations	14,190	14,640	14,640
10.400.240.2502	Monitoring Waste Stream	10,800	11,150	11,150
10.400.241.2502	Kerbside Collection management & promotions	169,790	175,070	176,070
10.400.100.3001	Overhead recovery 3 Waters and roading	297,826	309,352	**301,531**
	Total General Operating	492,606	510,212	503,391
	Distribution and Removal Operations			
10.400.688.2910	Refuse bags	12,950	12,410	17,530
10.400.242.2500	Collection	686,672	700,292	723,010
10.400.243.2502	Disposal Charges Refuse	1,640,540	1,747,390	1,681,930
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10.400.688.2469	Landfill Levy	375,470	421,791	408,430
	Total Distribution and Removal Operations	3,695,212	3,947,613	**3,834,090**
	Contracts			
10.400.244.2502	Contract Payments - Refuse collection	698,537	704,038	746,100
10.400.245.2502	Contract Payments Recycling	793,196	793,629	826,800
10.400.239.2502	Contract Payment organics	1,066,951	1,091,211	1,163,760
	Total Contracts	2,558,683	2,588,878	**2,736,660**
	TOTAL DIRECT OPERATING EXPENDITURE	**6,746,501**	**7,046,703**	**7,074,141**
	Indirect Expenditure			
10.400.650.3009	Rating collection costs	63,875	71,152	53,425
10.400.650.3000	Corporate Overheads	548,235	569,428	612,971
	Subtotal: Indirect Expenditure	612,110	640,580	666,396
	TOTAL OPERATING EXPENDITURE	**7,358,611**	**7,687,283**	**7,740,537**
	OPERATING SURPLUS (DEFICIT)	**(532,431)**	**(305,773)**	**(230,768)**
CAPITAL EXPENDITURE				
	TOTAL CAPITAL EXPENDITURE	-	-	-
	CAPITAL SURPLUS (DEFICIT)	-	-	-
TRANSFERS				
10.400.663.8001	Transfer from Waste Minimisation Account	312,564	222,519	**339,918**
	TOTAL TRANSFERS	**312,564**	**222,519**	**339,918**
	Net surplus (deficit)	(219,867)	(83,254)	109,150
10.400.000.8000	Opening Balance	832,021	612,155	612,155
	Closing Balance	612,155	528,900	721,305
	No. of rates charged in Rating Area - 100% recycling	21,280	21,762	**21,926**
	No. of properties in Rating Area rated for Refuse Collection	17,727	18,699	**18,815**
	No. of properties in Rating Area rated for Organics Collection	14,595	15,457	**15,821**
		53,602	55,918	**56,562**
	Kerbside Refuse bag & Recycling Rate includes CPI	122.00	125.00	**125.00**
	Kerbside Refuse Bin Rate (80L bin) includes CPI	119.60	126.60	**124.60**
	Kerbside Refuse Bin Rate (140L bin) includes CPI	160.10	170.10	**165.90**
	Kerbside Organics Bin Rate (80L Bin) includes CPI	98.20	102.30	**101.30**
	Kerbside Organics Bin Rate (140L Bin) includes CPI	133.10	138.60	**137.30**
	Kerbside Organics Bin Rate (240L Bin) includes CPI	188.60	195.90	**194.60**
	Ohoka & Mill Rd recycling coll'n No. charges	1,096	1,121	**1,123**
	Ohoka, Mill Rd & Swananoa/Mandeville Recycling Rate	112.00	115.00	**115.00**
	Total Rates (Incl GST)	6,420,323	6,995,695	7,001,062
	recycling rates	2,364,271	2,477,535	2,495,561
	refuse rates	2,308,032	2,588,714	2,548,112
	organics rates	1,748,020	1,929,446	1,957,389
	Recycling Increase/(Decrease) %	3.39%	2.46%	2.46%
	Bag charge	4.00	4.10	**4.00**
		0.00%	2.50%	0.00%

Recommended Budget Amentments

WASTE MINIMISATION ACCOUNT		Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	INCOME			
10.402.663.8005	Rates	63,500	73,400	65,300
10.402.050.1539	Rate Penalties	617	640	582
10.402.050.1520	Sale of At-Home Compost Units	3,002	3,091	3,100
10.402.050.1644	Landfill Levy	1,607,770	1,714,810	1,563,530
10.402.050.1803	Waste Minimisation Funding from MfE	-	1,859,268	-
		1,674,889	**3,651,209**	**1,632,512**
	DIRECT OPERATING EXPENDITURE			
	Maintenance and Operating costs			
10.402.100.2465	Operations	1,440	1,490	1,490
10.402.100.2350	Advertising	6,430	6,640	6,640
10.402.260.2465	Canty Waste Sub committee	51,100	52,735	52,735
10.402.261.2502	Waste Minimisation Implementa	224,549	294,895	188,894
	Waste Education for schools & communities	*87,042*	*98,810*	*98,810*
	Enviroschools	*27,461*	*28,340*	*28,340*
	SLP adult education	*7,315*	*8,304*	*8,304*
	Support for Business Sustainability	*11,697*	*12,072*	*12,072*
	Rural Recycling Facilities ops & mtce	*52,172*	*55,099*	*1,259*
	Other initiatives	*6,071*	*6,266*	*6,266*
	Contestable Fund	-	*50,000*	-
	Cleanups	12,350	*14,910*	*12,750*
	Satisfy Food Rescue Subsidy	20,440	*21,094*	*21,094*
10.402.263.2465	At Home Compost Units	2,780	2,870	2,870
10.402.200.2533	Solid Hazardous Waste Mgt Plan	10,000	-	-
10.402.265.2465	Waste Audits & Reporting	9,300	9,600	9,600
10.402.266.2535	Investigations and Projects from WMMP	23,051	23,789	23,790
10.402.100.3001	Overhead recovery 3 Waters and roading	95,022	98,699	**96,946**
	Subtotal: Maintenance	423,672	490,718	382,965
	Direct Expediture			
10.402.650.2001	Depreciation	30,096	63,291	55,277
10.402.650.2801	Internal Interest	32,022	31,214	28,196
	Subtotal: Direct Exp	62,118	94,505	83,473
	TOTAL DIRECT OPERATING EXPENDITURE	485,790	585,223	**466,438**
	Indirect Expenditure			
10.402.650.3009	Rates collection costs	1,000	1,156	774
10.402.650.3000	Corporate Overheads	39,190	46,910	40,180
	Subtotal: Indirect Expenditure	40,190	48,066	40,954
	TOTAL OPERATING EXPENDITURE	525,980	633,289	507,392
	OPERATING SURPLUS (DEFICIT)	**1,148,909**	**3,017,920**	**1,125,119**
	CAPITAL EXPENDITURE			
	Future Replacements	-	-	-
	Subtotal: Replacements	-	-	-
	New Works			
10.402.000.5045	New Works	508,000	3,718,536	-
101817.000.5045	Oxford TS infrastructure for reporting to MfE	42,800	76,300	
	Cleanfill Pit infrastructure for reporting to MfE	-	182,800	-
101819.000.5045	Rural Recycling Infrastructure	7,000	140,600	**150,000**
	Subtotal: New Works	557,800	4,118,236	150,000
	Loan Repayments			
10.402.000.8052	Internal Loan repayments	19,729	19,230	19,478
	Sub-total: Loan Repayments	19,729	19,230	19,478
	TOTAL CAPITAL EXPENDITURE	**577,529**	**4,137,466**	**169,478**
	CAPITAL SURPLUS (DEFICIT)	**(577,529)**	**(4,137,466)**	**(169,478)**
	TRANSFERS			
10.402.663.8001	Transfer to Collection Account (cost)	(312,564)	(222,519)	**(339,918)**
10.402.663.8001	Transfer to Disposal Account (cost)	(312,564)	(222,519)	**(339,918)**
10.402.663.8050	Internal Loan	-	339,153	-
10.402.663.8040	Depreciation Added Back	30,096	63,291	55,277
	TOTAL TRANSFERS	**(595,033)**	**(42,594)**	**(624,559)**
	Net surplus (deficit)	(23,652)	(1,162,139)	331,082
10.402.000.8000	Opening Balance	1,520,115	1,496,463	1,496,463
	Closing Balance	1,496,463	334,323	1,827,545

Original Draft Budget

	WASTE MINIMISATION ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	INCOME			
10.402.663.8005	Rates	63,500	73,400	65,300
10.402.050.1539	Rate Penalties	617	640	582
10.402.050.1520	Sale of At-Home Compost Units	3,002	3,091	3,100
10.402.050.1644	Landfill Levy	1,607,770	1,714,810	1,563,530
10.402.050.1803	Waste Minimisation Funding from MfE	-	1,859,268	-
		1,674,889	**3,651,209**	**1,632,512**
	DIRECT OPERATING EXPENDITURE			
	Maintenance and Operating costs			
10.402.100.2465	Operations	1,440	1,490	1,490
10.402.100.2350	Advertising	6,430	6,640	6,640
10.402.260.2465	Canty Waste Sub committee	51,100	52,735	52,735
10.402.261.2502	Waste Minimisation Implementa	224,549	294,895	218,894
	Waste Education for schools & communities	*87,042*	*98,810*	*98,810*
	Enviroschools	*27,461*	*28,340*	*28,340*
	SLP adult education	*7,315*	*8,304*	*8,304*
	Support for Business Sustainability	*11,697*	*12,072*	*12,072*
	Rural Recycling Facilities ops & mtce	*52,172*	*55,099*	*1,259*
	Other initiatives	*6,071*	*6,266*	*6,266*
	Contestable Fund	-	*50,000*	*30,000*
	Cleanups	12,350	*14,910*	*12,750*
	Satisfy Food Rescue Subsidy	20,440	*21,094*	*21,094*
10.402.263.2465	At Home Compost Units	2,780	2,870	2,870
10.402.200.2533	Solid Hazardous Waste Mgt Plan	10,000	-	-
10.402.265.2465	Waste Audits & Reporting	9,300	9,600	9,600
10.402.266.2535	Investigations and Projects from WMMP	23,051	23,789	23,790
10.402.100.3001	Overhead recovery 3 Waters and roading	95,022	98,699	**96,946**
	Subtotal: Maintenance	423,672	490,718	412,965
	Direct Expediture			
10.402.650.2001	Depreciation	30,096	63,291	57,077
10.402.650.2801	Internal Interest	32,022	31,214	28,196
	Subtotal: Direct Exp	62,118	94,505	85,273
	TOTAL DIRECT OPERATING EXPENDITURE	485,790	585,223	**498,238**
	Indirect Expenditure			
10.402.650.3009	Rates collection costs	1,000	1,156	774
10.402.650.3000	Corporate Overheads	39,190	46,910	42,920
	Subtotal: Indirect Expenditure	40,190	48,066	43,694
	TOTAL OPERATING EXPENDITURE	525,980	633,289	541,932
	OPERATING SURPLUS (DEFICIT)	**1,148,909**	**3,017,920**	**1,090,579**
	CAPITAL EXPENDITURE			
	Future Replacements	-	-	-
	Subtotal: Replacements	-	-	-
	New Works			
10.402.000.5045	New Works	508,000	3,718,536	**270,000**
101817.000.5045	Oxford TS infrastructure for reporting to MfE	42,800	76,300	
	Cleanfill Pit infrastructure for reporting to MfE	-	182,800	-
101819.000.5045	Rural Recycling Infrastructure	7,000	140,600	**150,000**
	Subtotal: New Works	557,800	4,118,236	420,000
	Loan Repayments			
10.402.000.8052	Internal Loan repayments	19,729	19,230	19,478
	Sub-total: Loan Repayments	19,729	19,230	19,478
	TOTAL CAPITAL EXPENDITURE	**577,529**	**4,137,466**	**439,478**
	CAPITAL SURPLUS (DEFICIT)	**(577,529)**	**(4,137,466)**	**(439,478)**
	TRANSFERS			
10.402.663.8001	Transfer to Collection Account (cost)	(312,564)	(222,519)	**(339,918)**
10.402.663.8001	Transfer to Disposal Account (cost)	(312,564)	(222,519)	**(339,918)**
10.402.663.8050	Internal Loan	-	339,153	-
10.402.663.8040	Depreciation Added Back	30,096	63,291	57,077
	TOTAL TRANSFERS	**(595,033)**	**(42,594)**	**(622,759)**
	Net surplus (deficit)	(23,652)	(1,162,139)	28,342
10.402.000.8000	Opening Balance	1,520,115	1,496,463	1,496,463
	Closing Balance	1,496,463	334,323	1,524,805

Recommended Budget Amentments

	DISPOSAL ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	INCOME			
10.401.050.1539	Rate Penalties	10,941	11,290	10,359
10.401.663.8005	Rates	1,126,710	1,162,630	1,162,630
10.401.050.1641	Southbrook Gate Sales	2,864,260	2,905,010	3,293,510
10.401.050.1641	Oxford Gate Sales	80,290	84,020	90,120
10.401.050.1646	Hardfill Pit	110,052	119,287	213,438
10.401.050.1642	Refuse Collection Charges	1,640,540	1,747,390	1,681,930
10.401.050.1518	Recyclables	289,222	294,482	246,257
10.401.050.1803	Waste Minimisation funding from MfE	-	-	
		6,122,015	**6,324,109**	**6,698,243**
	DIRECT OPERATING EXPENDITURE			
	General Operating			
10.401.100.2465	Operations	37,360	38,560	37,720
10.401.100.2350	Advertising	4,000	4,128	4,130
10.401.100.2312	Insurance	10,961	11,312	8,770
10.401.100.2330	Power Oxford Transfer Station	1,963	2,026	2,026
10.401.100.2335	Rates	58,410	60,279	61,330
10.401.100.3001	Overhead recovery 3 Waters and roading	133,163	138,316	130,482
10.401.200.3005	AIM Charges	10,121	10,438	11,675
	Total General Operating	255,978	265,059	256,133
	Disposal Operations			
10.401.247.2502	Recycling	627,707	467,468	499,557
10.401.248.2502	Refuse to Landfill	2,132,676	2,278,533	2,360,805
10.401.249.2502	Green Waste	215,691	175,486	230,810
10.401.250.2502	Hardfill pit	32,664	34,300	34,300
10.401.250.2473	Central Govt Landfill levy	35,622	35,847	123,998
	Total Disposal Operations	3,044,359	2,991,634	3,249,470
	Transfer Stations			
10.401.251.2502	Oxford	32,201	37,250	29,750
10.401.252.2502	Rangiora	1,222,060	1,261,174	1,355,900
10.401.253.2502	Transportation	780,886	818,786	804,592
10.401.691.2467	Monitoring Resource Consents	15,100	15,583	15,581
10.401.691.2570	Maintenance and Repairs	110,475	114,045	114,045
10.401.691.3003	Computer Costs	63,562	65,300	66,255
	Total Transfer Stations	2,224,284	2,312,138	2,386,123
	Monitoring			
10.401.255.2467	Old Sites	25,550	26,370	26,370
	Total Monitoring	25,550	26,370	26,370
	Landfill Closures			
10.401.693.2570	Cust	320	340	340
10.401.693.2570	Kaiapoi	700	730	730
10.401.256.2502	Mandeville	430	450	450
10.401.257.2502	Oxford	1,160	1,200	1,200
10.401.258.2502	Rangiora	450	470	470
10.401.259.2502	Loburn	510	530	530
	Total Landfill Closures	3,570	3,720	3,720
	Interest			
10.401.650.2801	Interest on Internal Loans	10,508	9,987	8,947
	Total Interest	10,508	9,987	8,947
10.401.650.2001	Depreciation	134,366	155,641	172,224
	TOTAL DIRECT OPERATING EXPENDITURE	5,698,616	5,764,548	6,102,987
	Indirect Expenditure			
10.401.650.3009	Rating collection costs	17,743	18,309	13,786
10.401.650.3000	Indirect recovery - disposal	460,167	462,629	526,042
	Subtotal: Indirect Expenditure	477,910	480,938	539,828
	TOTAL OPERATING EXPENDITURE	**6,176,526**	**6,245,486**	**6,642,815**
	OPERATING SURPLUS (DEFICIT)	**(54,510)**	**78,622**	**55,429**
	CAPITAL EXPENDITURE			
10.401.000.5044	Future Replacements	39,300	139,700	137,800
	Subtotal: Replacements	39,300	139,700	137,800

	DISPOSAL ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
10.401.000.5045	New Works	517,500	1,060,800	**299,100**
	Southbrook	348,900	850,000	100,000
	Oxford	12,600	65,800	24,100
	Closed Landfill	95,000	145,000	175,000
	Cleanfill	61,000	-	-
	Subtotal: New Works	517,500	1,060,800	299,100
	Loan Repayments			
10.401.000.8052	Internal Loan Repayments	12,705	12,076	**11,934**
	Sub-total: Loan Repayments	12,705	12,076	11,934
	TOTAL CAPITAL EXPENDITURE	**569,505**	**1,212,576**	**448,834**
	CAPITAL SURPLUS (DEFICIT)	**(569,505)**	**(1,212,576)**	**(448,834)**
	TRANSFERS			
10.401.663.8001	Transfer from Collection Account	312,564	222,519	339,918
10.401.663.8050	Internal Loan	-	-	**140,000**
10.401.663.8040	**Depreciation Added Back**	**134,366**	**155,641**	**172,224**
	TOTAL TRANSFERS	**446,931**	**378,160**	**652,142**
	Net surplus (deficit)	(177,085)	(755,793)	258,736
10.401.000.8000	Opening Balance	1,699,543	1,522,459	1,522,459
	Closing Balance	1,522,459	766,665	1,781,195

Original Draft Budget

	DISPOSAL ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
	INCOME			
10.401.050.1539	Rate Penalties	10,941	11,290	10,359
10.401.663.8005	Rates	1,126,710	1,162,630	1,162,630
10.401.050.1641	Southbrook Gate Sales	2,864,260	2,905,010	3,293,510
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10.401.050.1518	Recyclables	289,222	294,482	246,257
10.401.050.1803	Waste Minimisation funding from MfE	-	-	
		6,122,015	**6,324,109**	**6,698,243**
	DIRECT OPERATING EXPENDITURE			
	General Operating			
10.401.100.2465	Operations	37,360	38,560	37,720
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10.401.100.2312	Insurance	10,961	11,312	8,770
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	Total General Operating	255,978	265,059	256,133
	Disposal Operations			
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10.401.250.2473	Central Govt Landfill levy	35,622	35,847	123,998
	Total Disposal Operations	3,044,359	2,991,634	3,249,470
	Transfer Stations			
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	Interest			
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	Total Interest	10,508	9,987	8,947
10.401.650.2001	Depreciation	134,366	155,641	173,942
	TOTAL DIRECT OPERATING EXPENDITURE	5,698,616	5,764,548	6,104,706
	Indirect Expenditure			
10.401.650.3009	Rating collection costs	17,743	18,309	13,786
10.401.650.3000	Indirect recovery - disposal	460,167	462,629	526,190
	Subtotal: Indirect Expenditure	477,910	480,938	539,976
	TOTAL OPERATING EXPENDITURE	**6,176,526**	**6,245,486**	**6,644,682**
	OPERATING SURPLUS (DEFICIT)	**(54,510)**	**78,622**	**53,562**
	CAPITAL EXPENDITURE			
10.401.000.5044	Future Replacements	39,300	139,700	137,800
	Subtotal: Replacements	39,300	139,700	137,800

	DISPOSAL ACCOUNT	Annual Plan Budget 25/26	Annual Plan Forecast 26/27	Annual Plan Budget 26/27
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	Closed Landfill	95,000	145,000	175,000
	Cleanfill	61,000	-	-
	Subtotal: New Works	517,500	1,060,800	464,100
	Loan Repayments			
10.401.000.8052	Internal Loan Repayments	12,705	12,076	**11,934**
	Sub-total: Loan Repayments	12,705	12,076	11,934
	TOTAL CAPITAL EXPENDITURE	**569,505**	**1,212,576**	**613,834**
	CAPITAL SURPLUS (DEFICIT)	**(569,505)**	**(1,212,576)**	**(613,834)**
	TRANSFERS			
10.401.663.8001	Transfer from Collection Account	312,564	222,519	339,918
10.401.663.8050	Internal Loan	-	-	**140,000**
10.401.663.8040	**Depreciation Added Back**	**134,366**	**155,641**	**173,942**
	TOTAL TRANSFERS	**446,931**	**378,160**	**653,860**
	Net surplus (deficit)	(177,085)	(755,793)	93,588
10.401.000.8000	Opening Balance	1,699,543	1,522,459	1,522,459
	Closing Balance	1,522,459	766,665	1,616,047

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	AIR-09 / 260429105555
REPORT TO:	COUNCIL ANNUAL PLAN 2026/27 DELIBERATIONS
DATE OF MEETING:	26 May 2026
AUTHOR(S):	Duncan Roxborough, Strategic and Special Projects Manager
SUBJECT:	Staff Submission – Rangiora Airfield 2026/27 Financial Year Budget Change requests
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 additional budget for the 2026/27 year for the Rangiora Airfield activities, over-and-above the current draft Annual Plan inclusions.

1.2. Following the preparation of the draft 2026/27 Annual Plan budgets, staff have identified some further operational and capital project urgent priorities for the airfield. A small number of changes have been recommended as set out in this report. Only essential changes have been proposed, i.e. where the works are considered reasonably urgent, with the aim of minimising any net rating impact.

1.3. The key budget changes relate to:

- Ongoing progression of the adjacent Private 'Airpark' Development, and councils interactions with the developer and formation of legal and property agreements.
- Ongoing implementation of fencing upgrades to meet CAA requirements and recommendations, including cost share for the sections adjacent to the private Airpark development.
- Continuation of renovations to the main 07 – 25 runway.

1.4. Updates on future projects and future proposed budget requests are provided also within this report

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260429105555.

(b) **Notes** there is a separate report to the Annual Plan deliberations meeting regarding Airfield Governance, seeking additional annual operational budget of $20,000 per annum to the airfield activity budgets for the purposes of engagement of an Independent Chairperson for the proposed Rangiora Airfield User Group, subject to this role being confirmed via adoption of the recommendations in the separate Airfield Governance Review report.

(c) **Notes** that some of the current multi-year capital project budgets (completing next financial year) at the airfield are currently expected to be delivered significantly under budget, although the impact of this including negative rates impacts (i.e. net reductions) cannot be fully forecast at this time.

(d) **Approves** additional one-off capital budget (Levels of Service) of $30,000 in the 2026/27 financial year to augment the existing forecast carryover budget for the purposes of upgrading airfield operational area boundary fencelines in order to meet the requirements of CAA Part 139 and the previous Aeronautical Study findings; noting that this loan-funded addition has a rates impact of $0.10 per property, or 0.00% (i.e. negligible) points.

(e) **Approves** additional one-off capital budget (Levels of Service) of $45,000 in the 2026/27 financial year for the purposes of completing main runway 07 – 25 renovations (north side); noting that this loan-funded project has a rates impact of $0.15 per property, or 0.00% (i.e. negligible) points.

(f) **Approves** additional one-off operational budget of $20,000 in the 2026/27 year for the purposes of anticipated solicitor and professional fees associated with ongoing engagement with Daniel and Annette Smith Investments Ltd for the private Airpark Development, including such matters as Private Developer Agreements, Land Transfer Agreements, and Airfield Access Agreements; noting that this has a rates impact of $0.79 per property, or 0.02% points.

(g) **Notes** that a number of other proposed projects to improve safety and levels of service at the airfield are currently unbudgeted and will be subject to future request to the forthcoming 2027/37 draft Long Term Plan process.

(h) **Notes** that future submissions to the Long Term Plan will also include additional budget requests in outer years for projects associated with the longer term development plans for the airfield and also associated with the adjacent private Airpark development (e.g. eventual runway extensions).

3. <u>BACKGROUND</u>

3.1. The Council owns and operates the Rangiora Airfield and are in the process of undertaking ongoing maintenance and improvements to the airfield assets, and reviewing the CAA Part 139 Qualifying Aerodrome requirements.

3.2. In addition, the council is currently undertaking a governance review for the Rangiora Airfield and proposing to make changes to the governance and management structures relating to the airfield operations and strategic decision making. The governance review is covered in a separate report to this same council meeting, and the additional operational budget implications associated with this are covered in that separate report which seeks additional $20,000 p.a. annual operational budget.

3.3. Council has also already approved a new one-off operational budget of $50,000 in the draft 2026/27 Annual Plan for the purposes of undertaking a full strategic review of the airfield.

3.4. Daniel and Annette Smith Investments Ltd (DASI) are currently well advanced in design phase for an adjacent private development on the south side of the airfield. The DASI development includes a residential ‘Airpark’ component, as well as development of a central refuelling and leasable hangars area (‘Airport Central’), as well as commercial development along Priors Road and off Merton Road. Physical works have already commenced to some extent. There are many facets to this project and how it interfaces with the Councils Airfield, which this report does not intend to cover.

3.5. Capital works undertaken by WDC in the 2025/26 financial year have included:

a) Main taxiway renovation

b) Runway 07 / 25 (southern side) re-grassing

c) Stage 2 of the project to bring water and wastewater services to the airfield from Rangiora Township schemes

d) Renewals and upgrade of the airfield driveway and carparks including drainage improvements and sealing

3.6. Forthcoming capital works already budgeted and in the coming 2026/27 financial year include:

e) Fencing improvements (funded from the Aeronautical study budget – carryover from 2025/26)

f) Stage 3 of the water and wastewater project, including final connections to the Rangiora Township, new wastewater pumping stations, and (provisional) irrigation works

g) Taxiway Drainage improvements (carryover from 2025/26)

3.7. Work is ongoing on long-term development plans for the airfield.

3.8. The Rangiora Airfield is Designated within both the operative and Partially Operative District Plans.

3.9. With the number of movements at the airfield having increased over time, the Civil Aviation Authority (CAA) previously directed WDC to undertake an Aeronautical study, which was completed in 2022. The outcomes of the aeronautical study identified a number of projects to bring the airfield into line with the CAA requirements and guidelines for aerodromes of Rangiora Airfield size. Details of this are covered in previous year's reports to council and not re-covered here.

4. KEY ISSUES

4.1. Good progress has been made over recent years with improvements to Rangiora Airfield and how the Council operates and manages the airfield, on the back of the previous Aeronautical Study and risk assessments. Some key things done include:

- Progressive upgrades of fencing of the 'operational area' (still work in progress)
- Appointment of Airfield Manager and Safety Officer (AMSO)
- Update to the Airfield Information Publication (AIP) 'Plate' for the airfield
- Updates to the Safety Management Manuals
- New regime of maintenance and safety inspections of runways, taxiways, signage, fences etc
- Re-establishment of the Rangiora Airfield Safety Team
- Development of Operations Manual, and Fly Neighbourly documents
- Signage improvements
- Access control improvements

4.2. Despite the good progress made to date, there is still urgent work to do to improve Rangiora Airfield safety and maintain adherence to CAA Part 139 rules and guidelines. Some of the key ongoing priority work includes:

I. Ongoing grass runway renovations (e.g. north side of main runway 07 – 25)
II. Ongoing grass taxiway remedial works (to reduce stony and bare patches, and surface undulations
III. Ongoing upgrades to fencing operational areas (and associated gates and signage)

4.3. The grass and taxiway renovations are important to provide a good grass surface for aircraft to taxi upon and take off and land. The presence of surface stones, undulations, depressions, and poor grass conditions (grass cover, length, thickness, friction etc) can create some risk to aircraft. Maintaining grass cover and surface at the airfield is difficult due to the underlying ground conditions (former stony riverbed) and the high usage the surfaces get.

4.4. The following pictures show some examples of the stony and bare patches currently on the north (unrenovated) half of the main runway 07 – 25. A number of patches similar to this exist along the length of the runway.

4.5. Irrigation would help to improve and maintain grass cover at the airfield. The current water and wastewater project does have some current provision for very basic irrigation water supply provision to enable manual watering of just the jet fuel pumps area, which is a particularly problematic area. Staff are currently working on further options to possibly extend irrigation coverage further (e.g. to runway and/or main taxiway) but this is subject to affordability, additional water take consent approvals, and business case. This is not discussed further in this report and will be subject to LTP submission if required, although the current water project will most likely install some basic irrigation supply main back-bone pipework in the common pipe trenches now, to future-proof.

4.6. The fencing upgrades proposed are to align with CAA requirements and specified to meet CAA National Aviation Security Programme (NASP) which sets out policy for the implementation of aviation security in New Zealand and provides the Standards to be complied with for security and non-security designated airfields (e.g. Rangiora Airfield). Rangiora Airfield became subject to the requirements of the NASP in 2025, due to a significant change to the Civil Aviation Act regarding the security of operational areas at airfields like Rangiora.

4.7. Of those above items – only the operational area fencing project, and the renovations to north side of main runway 07 – 25, are currently having additional budget requested within this report, with the other items deferred to the forthcoming Long Term Plan.

4.8. Other future proposed works yet to be covered by additional budget in future LTP submissions will likely include:

1. Further taxiway renovations – earthworks and re-grassing
2. Surface levelling of the south side of the airfield and remediation / levelling of the former pit / ‘motocross track’ areas.
3. Potential future development or enabling works on WDC-owned Priors Road land
4. Runway sealing
5. Irrigation of taxiway (and runway, depending on projected runway sealing timeframes)
6. Additional windsocks and improvements to existing mechanisms
7. Cross runways extensions and adjustments

8. Runway 07 25 extension (associated with proposed land swaps with the adjacent private development, per the Airfield designation, Outline Plan, and partially Operative District Plan)
9. Ongoing runway renovations programme (i.e. works over and above routine mowing, spraying, rolling, fertilising, and markers /designation numbers maintenance)
10. Adding runway designation numbers to cross-runways
11. Potential other longer term projects – e.g. Instrument approach, Automated weather Information Broadcasting etc

4.9. Environment Canterbury (ECan) are currently undertaking a multi-year project to improve the capacity and resilience of the Ashley / Rakahuri flood protection scheme. This project is at early feasibility stage and is exploring a wider range of options, including consideration of 6 different schemes of secondary (and primary) stopbank changes on the south side of the river in the reach near the airfield. It is possible that some options could have some impact on the airfield, more specifically to airfield operational are surface damage, the private hangars and the adjacent private development. There is currently a high degree of uncertainty around the ECan project and the possible impacts to the airfield, however based on recent feedback it is expected that the negative impact to the airfield will be very low, if any, based on the anticipated direction ECan will head.

4.10. The adjacent private development is expected to continue to progress, despite also facing the above uncertainties around ECan plans. WDC will need to continue to engage with DASI on their project, and the multiple interfaces to the airfield physically and operationally. Staff are currently working on developing a private developer agreement that will cover multiple elements (e.g. Construction responsibilities i.e. who builds what, and Engineering standards and design standards), but also including key items such as:

- Cost sharing agreement (for the ongoing water and wastewater infrastructure project)
- Land transfer agreements (and associated
- Fencing and survey responsibilities (including cost shares)
- Airfield access agreements

4.11. Some of these agreements will be reasonably complicated and will also require a degree of input from external professionals such as lawyers and surveyors, to assist in forming legal documents, and aiding with eventual land conveyancing, boundary adjustments, survey and the likes.

4.12. The airfield activity funded elements of the ongoing water and wastewater project is currently forecast to cost approximately $1m total for all years, versus a budget of approximately $1.8m. The airfield water and wastewater capital project is therefore forecast to be delivered well under current budget.

5. OPTIONS

5.1. In the context of this report, the main options are:

Option 1:

- Approve the requested $20,000 additional one-off operational budget for the purposes of WDC's engagement of external professional services (e.g. legal) for working with the private Airpark developers on formal agreements and transfers, and
- approve the requested $30,000 additional one-off capital budget top-up for the purposes of completing the operational area fencing project, and
- approve the requested $45,000 additional one-off capital budget for the purposes of renovating and re-grassing the north side of runway 07 – 25.

Option 2:

Same as option 1 but approve even further additional one-off capital budget of $25,000 to allow for the following priority works to also be done next financial year:

- Further taxiway renovations – earthworks and re-grassing ($25,000 capital works one-off)

Option 3:

Decline the additional budget requests.

5.2. Given current affordability and rates impact considerations, the present recommendation is for Option 1, with balance of works to be sought through Long Term plan process.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report are not likely to be of interest to mana whenua.

Groups, Organisations and the Wider Community

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

6.3. The Rangiora Airfield Advisory Group discussed the upcoming projects at their April 2026 meeting and had proposed that staff seek additional budget via a staff submission for those projects noted within both option 1 and option 2 of this report. The Advisory Group saw the ongoing renovation works to the runway and taxiway as being urgent.

6.4. The CAA are keen to see the outcomes of the Aeronautical Study implemented and are working with staff to see Rangiora Airfield meet CAA Part 139 requirements and associated Advisory Circular guidelines for good practice. There is a general understanding that WDC have made large steps in meeting these requirements, with the main outstanding piece of work being related to the operational area fencing completion. There is no firm timeframe for this; however staff intend to continue to show progress toward a 100% completion of this over the next 1-2 years.

Implications for Community Wellbeing

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

Community Outcomes and Strategic Priorities

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

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- Infrastructure and services are sustainable, resilient, and affordable.
- There are sufficient and appropriate locations where businesses can set up in our District.

6.7. The Council's Strategic Priorities are not relevant to the actions arising from recommendations in this report.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are financial implications for the decisions sought by this report.

7.2. Funding is not currently provided within the Annual / Long Term Plan for the items being sought via the recommendations in this report.

7.3. The rates impact from the addition of budgets per option 1 and option 2 of this report is summarized in the table below. The capital expenditure relates to levels of service and would be loan-funded.

Option 1 (Recommended Option)			
Project	**Amount Requested**	**Annual Rate Impact per Property**	**Average Rates impact (%age points)**
Allowance for engagement of external professional services (e.g. legal) for working with the private Airpark developers on formal agreements and transfers	$20,000 (opex)	$0.79	0.02%
Budget top-up for the operational area fencing project	$30,000 (capex)	$0.10	0.00%
Renovating and re-grassing the north side of runway 07 – 25.	$45,000 (capex)	$0.15	0.00%
SUBTOTAL – for Option 1	***$95,000***	***$1.04***	***0.02%***
Option 2 (not the recommended option) – as above, plus:			
Project	**Amount Requested**	**Annual Rate Impact per Property**	**Average Rates impact (%age points)**
Further taxiway renovations – earthworks and re-grassing	$25,000	$0.08	
SUBTOTAL – for Option 2	***$120,000***	***$1.12***	***0.02%***

7.4. Option 3 has no rates impact.

Community Resilience and Sustainability

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

Risk Management

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

7.7. The recommendations in this report include request for additional budget for the projects seen as highest safety priority only. Some of the other works identified have potential safety and risk implications with some minor to moderate risk of causing incident (e.g. damage to aircraft, or accident on the ground). However staff are aware of the need for Council to balance priorities and consider whole-of-council business and competing priorities and control of rates pressure. The recommended option in this report is considered a reasonable balance of the considerations.

Health and Safety

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

7.9. The staff recommended option 1 defers some works that could be considered reasonably urgent due to safety reasons. Deferring some of the works outlined in option 2 does prolong (if not slightly increase) the present risk of accident on the airfield due to ground surface conditions – e.g. prop strike, aircraft damage, debris strike, collision; or damage claims (e.g. dust, stones, prop strike etc). The Rangiora Airfield Management team have discussed the relative risks and considered the airfield need against other Council priorities and have structured option 1 (alongside proposed future bids to next LTP) accordingly, based on a reasonable approach to risk mitigation council-wide when considering rates affordability challenges also.

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.

Authorising Legislation

8.2. Local Government Act 2002

8.3. Civil Aviation Act 2023

Authorising Delegations

8.4. The Council holds the delegation to approve additional budget through the Annual Plan process.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	AIR-09 / 260114005452
REPORT TO:	COUNCIL
DATE:	26th - 27th May 2026 (Annual Plan Deliberations)
AUTHOR(S):	Duncan Roxborough – Strategic & Special Projects Manager
SUBJECT:	Rangiora Airfield Governance Review 2026
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 of a proposed new governance structure for the Rangiora Airfield.

1.2. This report outlines the historic and current structure of the present Rangiora Airfield Advisory Group (RAAG), its function in support of Council, and some additional background in terms of the applicable Civil Aviation Authority of New Zealand (CAANZ) aerodrome rules, Aeronautical Study Recommendations, and the preferred operating policy, structure and procedures for the administration of the airfield.

1.3. A number of options have been discussed in the last two years regarding potential structure and membership makeup for an update to the present advisory group. Initial discussions from 2023 have now been further workshopped with Council and with the current Advisory Group, to discuss possibilities, seek views, gauge concerns and identify preferences. Four broad options arising from those various discussion steps are included within this report.

1.4. Council required that the RAAG membership be consulted again following the 4 November 2025 Council workshop. The consultation has taken place and the reaffirmation of the original consultation and RAAG workshop in early 2024 is reflected in this final recommendation to Council. There are two differences arising as a consequence of both the RAAG and Council workshops. They are:

- The inclusion of a independant chair who will sit on the both the Advisory Group and the Management Group. (there were mixed views from the RAAG members regarding this); and
- Provision for a representative of the Airpark development.

1.5. Concerns were also raised by the RAAG membership regarding the proposed management structure adding to the operating cost of the airfield. Determination of the management structure will, in large part, be informed by the decision for the airfield to become a qualifying aerodrome, noting that Council has already made decision to undertake the measures required to allow the airfield to obtain qualifying aerodrome status. The Director of Civil Aviation is reviewing the current operational status of the airfield, and his representative has delivered a presentation to Council regarding CAANZ thinking on the matter.

1.6. The recommendation is to create a new structure with:

a) a new Rangiora Airfield Management Group (in compliance with the CAANZ Part 139 Qualifying Aerodrome requirements),

b) A Rangiora Airfield User Group (in place of the present Advisory Group), and

c) The Rangiora Airfield Safety Team (with the addition of a WDC Health & Safety team representative onto the team).

1.7. With the new structure in place, the Rangiora Airfield User Group terms of reference will be reviewed and amended. Approval of the draft Terms of Reference for the Rangiora Airfield Safety Team is sought by this report.

Attachments:

i. Proposed Rangiora Airfield Management Group / RAMG – Additional Functional Details
ii. Proposed Rangiora Airfield User Group / RAUG – Additional Functional Details
iii. Rangiora Airfield Safety Team – Additional Functional Details
iv. Rangiora Airfield Safety Team - Proposed Terms of Reference 2025 (TRIM 250619111394)
v. RAAG SWOT exercise summary Dec 2025 (TRIM 251127225867)
vi. RAAG Consultation feedback summary Nov 2025 (TRIM 251125223875)
vii. 2019 Report for Decision Rangiora Airfield Advisory Group (TRIM 190626090222)
viii. Rangiora Airfield Advisory Group Current Terms of Reference (TRIM 190617084689)

2. RECOMMENDATION

THAT the Council:

a) **Receives** Report No. 260114005452.

b) **Notes** that a review of Rangiora Airfield governance arrangements has been proposed for some time and that this review process is supported by the present Rangiora Airfield Advisory Group.

c) **Notes** that since the appointment of the dedicated Airfield Manager and Safety Officer there has been a number of improvements in systems and management at the airfield.

d) **Approves** the establishment of a new Rangiora Airfield Management Group and an Airfield Safety Team, and the creation of a new Rangiora Airfield User Group (RAUG) based on Option 1 within this report and with the membership outlined below.

- Rangiora Airfield User Group:
    - An independent chairperson
    - The Airfield Manager and Safety Officer
    - A representative for the airfield business operators who has a business/ operation on the airfield
    - A flight training representative operating at the airfield
    - A fixed wing representative (aircraft above 600 kg) operating at the airfield – (preferably Canterbury Aero Club but others may apply)
    - A fixed wing rep (aircraft below 600kg) operating at the airfield
    - A helicopter operators' representative, operating at the airfield
    - An Air Transport/commercial operators' rep (initially combined with Helicopter role above) operating at the airfield
    - A place holder for a representative of the Airpark development

- The Councillor Portfolio holder for the Rangiora Airfield Deputy Mayor Philip Redmond.

(NOTE: It is possible that the roles described above could be filled by the same person/representative. The roles are reflective of the types of operations performed at the airfield)

e) **Approves** staff advertising for an independent aviation expert with significant governance experience interested in Chairing the Rangiora Airfield User Group.

f) **Approves** Deputy Mayor Redmond, Councillor Joan Ward and General Manager Community and Recreation as members of the recruitment panel for the Independent Chair position.

g) **Approves** additional annual operational budget of $20,000 to the Airfield activity budget to enable compensation of the independent chairperson, in the event that a suitable volunteer candidate is not located; with the proviso that the approved budget may only be spent on chairpersons fees.

h) **Approves** the Ex-officio members of the Rangiora Airfield User Group (or Advisory Group as the case may be) as being:

- The Mayor of Waimakariri District Council
- The Chief Executive of the Waimakariri District Council
- The General Manager Community and Recreation
- The Greenspace Manager
- The Strategic and Special Projects Manager

i) **Approves** the disestablishment of the present Airfield Master Plan subcommittee, noting that the purpose and duties of the previous subcommittee will be fulfilled by the new User Group

j) **Approves** Keith Vallance becoming a member of the Rangiora Airfield Safety Team as a consequence of a CAANZ requirement for him as a nearby airfield operator.

k) **Notes** additional Option 1(a) is a variation to Option 1, that provides for the retention (outside of the proposed Rangiora Airfield User Group) of the Independent Adviser role of Bruce Drake for a term of 1 year transition period (from the date of decisions made in this report), on an on-call basis. This would allow the Independent Advisor time to pass on useful history to Council or the Rangiora Airfield Management Group when required.

l) **Approves** the proposed Terms of Reference (TRIM 250619111394 attached to this report), membership and proposed objectives of the Rangiora Airfield Safety Team.

m) **Approves** the proposed membership of the Rangiora Airfield Management Group:

- An independent chair person (same person as the Rangiora Airfield User Group independent chair)
- The Airfield Chief Executive Officer. (General manager Community and Recreation)
- The Strategic and Special Projects Manager.
- The Airfield Manager and Safety Officer.
- The Airfield Asset Owner (Greenspace Manager)

- The Chief Executive would be ex-offico to this group

n) **Notes** that if the recommendations in this report are adopted, any present holders of positions on the Advisory Group that now become redundant will be notified by staff, along with acknowledgment and thanks on behalf of the Council for the many years of service provided by those role holders. This is principally the two independent council-appointed roles on the present Advisory Group (presently Keith Vallance and Bruce Drake), as well as the Sport Aircraft Association Rep (presently John Dugdale), and the Cadets Rep (Buzz Harvey).

o) **Considers** in future through general Council business, some form of formal recognition of the services provided by any members of the present Advisory Group who would no longer occupy a position. Staff would work alongside Council to establish appropriate means of recognition to individuals.

p) **Circulates** this report to all Community Boards.

3. BACKGROUND

General

3.1. The Rangiora Airfield Advisory Group (RAAG) has provided advice to Council for many years, with some advisers participating since 1999. Its role has been to support the operation of the airfield and the application of operational and design requirements.

3.2. The RAAG's Terms of Reference were last reviewed in 2019, and the current structure continues to reflect that review. Although the Terms of Reference anticipate periodic updates, no further reviews or formal reappointments have taken place. One position—the second CRAC representative—has remained vacant for approximately a year, and the Councillor appointments changed following the 2025 local elections.

3.3. Over recent years, increasing emphasis from the Civil Aviation Authority (CAANZ) on safety management has resulted in RAAG members being drawn on more frequently for operational and safety-related advice. This reliance reduced in June 2023 when a dedicated Airfield Manager and Safety Officer position was established and filled by an experienced aviation professional, strengthening management capability at the airfield.

3.4. With this shift in operational oversight, RAAG was asked to consider its ongoing function and provide any recommendations for change. A revised governance structure was proposed, aimed at improving oversight, supporting Council's responsibilities as a PCBU, and maintaining a clear connection between users, stakeholders, and Council.

3.5. RAAG continues to meet monthly, with agendas and minutes published on the Council website. Meetings generally focus on operational matters, budgets, project progress, and occasional airspace or incident updates. Over time, some uncertainty has emerged regarding the extent of RAAG's authority and whether any decision-making role is intended under the current Terms of Reference. In addition, the group has at times faced challenges with its size, consistency of participation, and alignment of individual members with collective processes. These factors have occasionally made it difficult for the group to operate cohesively and to maintain a consistent focus on airfield wide outcomes.

3.6. A Master Plan Subcommittee was formed some years ago to support longer-term planning. It meets as required, although meeting participation and inclusivity has not always been consistent across its membership.

3.7. While RAAG provides valuable advice, all legal responsibilities for the airfield remain with Council as the Person Conducting a Business or Undertaking (PCBU). These responsibilities span a range of legislation, including the Civil Aviation Act, the Health and Safety at Work Act, the Resource Management Act, the Building Act, the Local

Government Act, and the District Plan. These obligations cannot be delegated to the advisory group.

3.8. An Aeronautical Study commissioned by CAANZ identified a range of risks requiring management and recommended consideration of applying for Qualifying Aerodrome status under Civil Aviation Rule Part 139. This framework does not address risks governed by Part 91, but it provides useful guidance for appropriate aerodrome management. Councillors supported proceeding with an application, and CAANZ is currently assessing whether certification will be required.

3.9. Part 139 also outlines key personnel responsibilities, which have guided the allocation of two roles: the Airfield CE (General Manager Community and Recreation) and the Airfield Manager and Safety Officer. The CE is responsible for ensuring the airfield can meet the requirements of Part 139 if certification is required. The Airfield Manager and Safety Officer holds responsibility for ensuring compliance with the relevant parts of Part 139 and associated aviation and health and safety legislation, or with Subpart I if certification is not required.

4. ISSUES AND OPTIONS

Process to Date

4.1. The Rangiora Airfield Governance review has recently taken the following steps:

Late 2023	Initial staff paper to RAAG
March 2024	Initial review & workshop #1 with RAAG
2025	Governance review deferred due to elections
October 2025	Staff draft report to MTO
4 Nov 2025	Workshop with Council – staff recommendation (based generally on the RAAG preferences)
Mid Nov 2025	Consultation with RAAG
26 Nov 2025	Workshop # 2 with RAAG
6 Dec 2025	Workshop # 2 With Council
26-27 May 2026	Staff Report to Council for Decision

Table 1: Key Airfield Governance review steps in the last two years

4.2. Throughout the process, the discussions have included review of the overall management and governance structure (i.e. the staff management team, and the Safety Team), but with particular emphasis on the Advisory Group structure. A number of different iterations of the Advisory Group possible structure have been discussed at the various stages. These different versions each have only subtle changes to the overall make-up when compared to the present Advisory Group.

4.3. Part of the discussion has also revolved around the purpose and also the title of the group. The key options were for either an Advisory Group (as presently) or moving to a User Group (the staff recommended option).

4.4. Regardless of Advisory Group/User Group name and membership/structure; there is an overarching recommendation to have a Rangiora Airfield Management Group, and a Rangiora Airfield Safety Team, within the overall airfield governance and management structure. This recommendation applies to all options put forward in this report.

Summary of Options

4.5. With regard to the Advisory Group function – the key options to consider, following the various consultations and workshops, are:

- Option 1 – Staff recommendation (based on Council December workshop)

- Option 1(a) Same as Option 1 but with the retention of the Independent Advisor (outside of the proposed Rangiora Airfield User Group) on an ‘on-call’ basis to Council and the Rangiora Airfield Management Group for a transitional period of one year.
- Option 2 – RAAGs preference
- Option 3 – Retain current RAAG with no changes
- Option 4 - Some other modification to one of the above, or no Advisory Group / User group at all.

4.6. These options are discussed further below in more detail, and membership is summarised in Table 2. Given the extensive discussion to date, and the consultation, and workshopping on the matter; the staff recommendation to Council is Option 1. This was Council’s suggested preference following Council workshop # 2 in December 2025.

4.7. The proposed governance structure is to include a Rangiora Airfield Management Group (RAMG). Supporting the RAMG will be a smaller (than the current 12 members) Rangiora Airfield User Group. This group provides feedback to the RAMG, with respect to airfield operations, with recommendations for facility improvement, and safety recommendations arising from the recently re-introduced Safety Team. The overall structure resulting is shown in the Figure 1 (for option 1 example).

4.8. Option 1(a) is a modification to the staff recommended option 1; in this sub-option Bruce Drake (one of the current Independent Advisers on the Advisory Group), would remain outside of the proposed new User Group but be available on an on-call basis to the Council and Rangiora Airfield Management Group for a term of 1 year transition period (from the date of decisions made in this report). This would allow time for the previous Independent Advisor to pass on useful history when requested by the Council or the Airfield Management Team. This option has not been consulted with the wider Advisory Group to seek their views.

4.9. Option 4 is included to give the Council the ability to choose another structure altogether if they desired.

Rangiora Airfield Governance - quantitys for options

Reditalics = not actually discussed at meeting - implied only

Membership summary

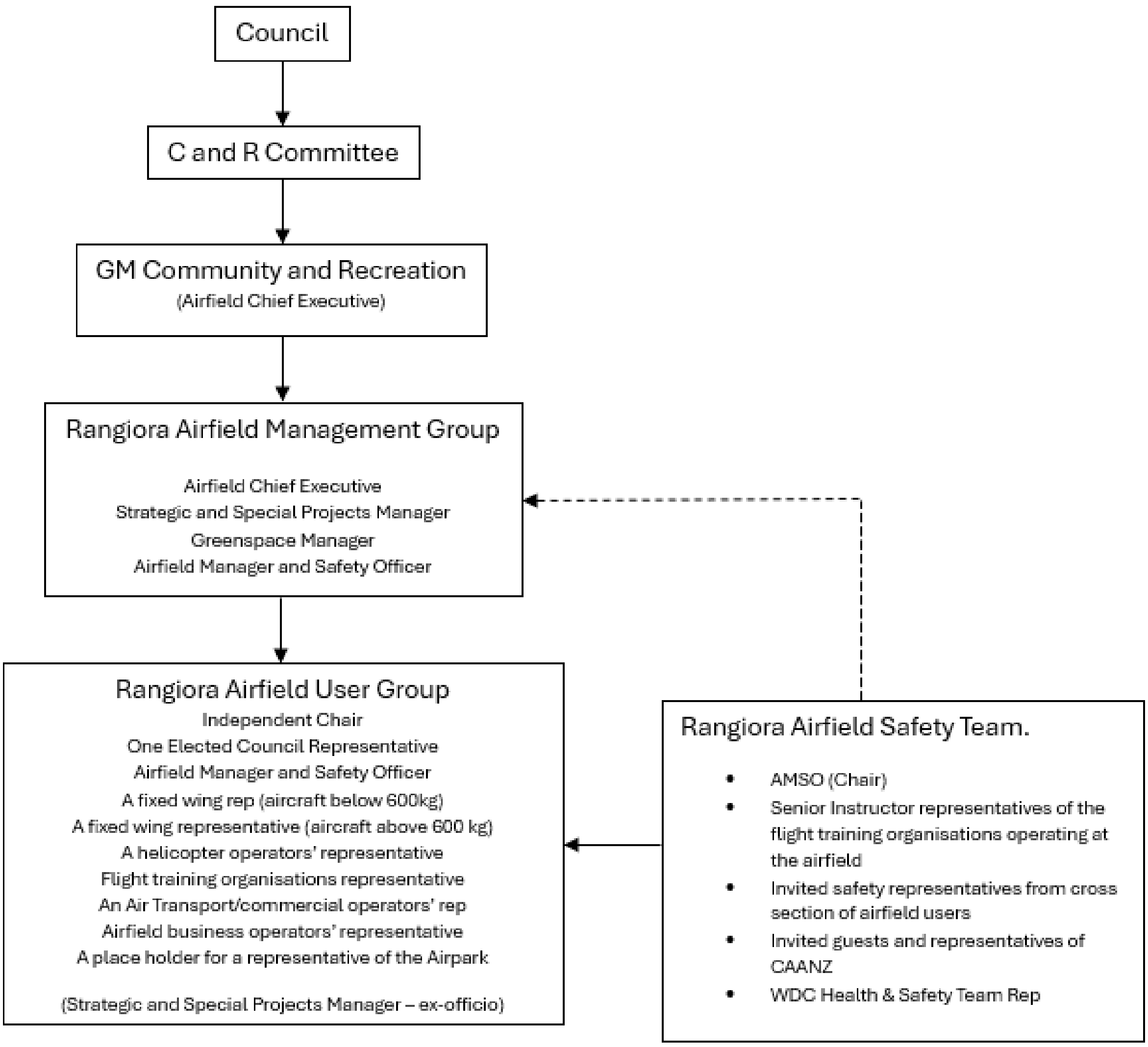
TIMELINE

Current Advisory Group		Outcomes RAAG Workshop # 1	Staff Suggestion - workshop # 1 Council	Outcomes RAAG Workshop #2	Outcomes Council Workshop #2
Per Terms of Ref (2019)	**Actual (prior to elections Oct 2025)**	**March 2024**	**November 2025**	**December 2025**	**December 2025**
		'Advisory Group'	**'User Group'**	**'User Group'**	***'User Group'***
Airfield Safety Officer	AMSO	AMSO	AMSO	AMSO	AMSO
Canterbury Aero Club Rep	CAC	GA Rep	GA Rep	Fixed wing >600kg (pref CAC)	Fixed wing >600kg (pref CAC)
CRAC Club Rep # 1	CRAC # 1	Recreational Rep	Recreational Rep	Fixed Wing < 600kg	Fixed Wing < 600kg
CRAC Club Rep # 2					
Sport Aircraft Assoc	Sport Aircraft Assoc	FTO / Instructor	FTO / Instructor	FTO / Safety Rep	FTO / Safety Rep
Unaffiliated Airfield Users 1	Heli	Heli	Heli	Heli/ Air Transport / Commercial Rep	Heli/ Air Transport / Commercial Rep
Unaffiliated Airfield Users 2	Business	Business Rep	Aircraft Business/commercial	Airfield Business Owner	Airfield Business Owner
Unaffiliated Airfield Users 3	ATC / Cadets (& CRAC #2)	Hangar owners/Leaseholders	Hangar owners/Leaseholders		
Councillor #1 (up to 2 max)	Councillor #1	Councillor	Councillor	Councillor (chairperon)	Councillor
Councillor #2 (up to 2 max)	Councillor #2				
Council Indep appointee #1 (up to 2 max)	Council Indep appointee #1	Council Indep Appointee #1 (Keith)			
Council Indep appointee #2 (up to 2 max)	Council Indep appointee #2				
			Safety Team rep		
			Independant Chair		Independent Chair
				Airpark Rep (provisional)	Airpark Rep (provisional)
			Special Projects Manager		
12	**11**	**9**	**11**	**8**	**9**
OPTION 3				**OPTION 2**	**OPTION 1**

Table 2: Evolution of Advisory / User Group structure during reviews

4.10. Adoption of Option 1 would result in the following overall structure. The Rangiora Airfield User Group members would however continue to have a direct reporting/escalation line through to Council Senior Management or elected officials, as they do under the current Terms of Reference.

Figure 1: ***Airfield Operational Structure (Option 1) - RAMG, RAUG and Safety Team***



NOTE: Several User Group roles may be represented by one person, depending upon their type of operation or use.

4.11. The reasons for staff recommendation to adopt the Option 1 proposal as described in this report are:

- This gives effect to the need to undertake a refresh of the governance structure
- Changes the 'Advisory Group' to a 'User Group', which better reflects the purpose and status of the Group
- Reduces the size of the User Group from 12 to 9 (excluding ex-officio members) and possibly less for dual roles held by members)
- Removes the two council-nominated independent appointees – these roles are now less critical to the functioning of the Airfield due to the more recent appointment of the Airfield Manager and Safety Officer, and the change to the 'User Group' (i.e. airfield-based roles).
- Reduces the number of councillors on the governance group from two to one
- Adds more formality to the appointment process for the roles on the User Group
- Implements an Airfield Management Group, per the requirements of CAANZ
- Formalises the Airfield Safety Team , which is already in place (initiated by the AMSO) and functioning, and aids the Council in managing risk
- Is expected to result in clearer role for the User Group, and better decision-making processes and implementation of decisions.
- Closely reflects the User Group Structure developed at the most recent Advisory Group Workshop, with minor additions as requested by Council at their most recent workshop.

Subcommittee

4.12. The present Master Plan Subcommittee was established in 2021 and has met from time to time, on an as-needed basis. The group was initially established for, and focused on, the overall airfield master-planning exercise, but also had scope to consider other development opportunities including neighbouring developments. Meeting frequency has reduced over time. Until approximately mid 2025 There was a standing Agenda item on the wider Airfield Advisory Group agenda for the subcommittee / 'Executive Group' to report back to the wider group meeting. This standing agenda item was removed by the RAAG. Items will now only be raised if there is specific business form the subcommittee to discuss.

4.13. A recent key focus of the group is the proposed private Airpark development adjoining the Airfield (Daniel Smith development). The group also however conduct other meetings or discussions regarding general airfield related and operational matters.

4.14. It is proposed to disestablish the subcommittee as part of any of the proposed options.

Further Discussion of Proposed Option 1

4.15. The evolution of Advisory Group/User Group makeup is summarised in the

4.16. Table 2. As can be seen, there is only minor differences between each of the options discussed.

4.17. The most significant changes between the recommended options 1 and 2, and the present arrangements, are:

- an independent Chair for the Rangiora Airfield User Group (RAUG) although some of the current Advisory Group members do not support this. If the recommendations in this report are approved an independent chair will be appointed. This person will sit both on the user group and the management group creating some consistency between the two groups. The recruitment process will involve a panel consisting of the following members:

- Airfield Port folio Holder Deputy Mayor Redmond
- Cllr Ward
- General Manager Community and Recreation
- Airfield Manager and Safety Officer
- Current Airfield Advisory Group Chair Steve Noad

- The (perceived) authority of the RAAG and a wording change in its Terms of Refence from an 'advisory' group providing recommendations to Council, to a 'user' group providing feedback to Council. This change is as a result of Council employing a highly qualified and skilled Airfield Manager, responsible for day of operations management and providing expertise and advice to Council in terms of the safety, effectiveness and efficiency of airfield design, operations and development. The name 'User' is also more common language used in the industry and referred to in CAA Advisory Circular 139-17 (Aerodrome User Groups).
- The removal of the direct council appointees from the Advisory Group (proposed User Group) structure entirely, due to the appointment of the Airfield Manager, who has significant operational and management aviation experience, and the changed roles within the User Group to provide feedback on airfield operations.

4.18. A key difference with all of the proposed options compared to the current arrangements, is the reduction or complete removal of the council-appointed independent advisors to the Group. These members of the current advisor group have contributed significantly to the operation and strategic planning and development of the airfield over many years, and provided many volunteer hours of service. This large contribution may be worthy of some formal recognition by Council, in the event that these roles are no longer part of the governance structure. Staff would be happy to work further with council on how this potential recognition may best be made.

4.19. While not originally discussed in the Briefing with Council or the Advisory Group an additional option 1(a) has been added below. This option would see a more gradual transition of one of the current Independent Advisors. There are currently two Independent Advisor roles on the present Advisory Group. This proposal 1(a) would continue (as per the other options) to see one member move to the Safety Team, and now have the other transition to become an independent adviser (outside of the User Group) to Council and the Airfield Management Team for a one year transition period. The relative pro's and con's of this option are described in more detail below.

4.20. It is noted that the proposal requires a component of time input and commitment from users of the airfield, on a voluntary basis, for involvement in the User Group. and Safety Team. The proposal in this report is for the User Group / Advisory Group (as the case may be) meetings be changed to bi-monthly basis generally, although additional meetings can be called, or meeting cancelled, as required by the Group and at their discretion.

4.21. The relative merits of the various options are discussed in the following sections.

Option 1 – New Rangiora Airfield User Group (in addition to RAMG and RAST) **Councils Preference from Workshop 6 Dec 2025**	
PROS	**CONS**
Gives effect to governance review	Requires new terms of reference to be developed
Name change aligns more with purpose, and also with CAA Part 139 nomenclature	Independent chairperson required – cost to engage is uncertain
Reduced the size of the group	Airpark Rep currently uncertain
Many roles can possibly carry over	Some loss of current expertise on the advisory group
Some possibility to rationalise some roles	
Independent chair may provide some better meeting procedures	

Option 1 (a) – New Rangiora Airfield User Group, with transitional period for Independent advisor Bruce Drake	
PROS	**CONS**
Has a longer period for transfer of knowledge to the other members, from the current Independent Rep	Does not align with RAAG preferences from Workshop
	May result in exit of other key members
	Does not help with RAAG objective to reduce the present size / complexity of the governance arrangements

Option 2 – New Rangiora Airfield User Group (in addition to RAMG and RAST) **Rangiora Advisory Group Preference from Workshop 25 Nov 2025**	
PROS	**CONS**
Gives effect to governance review	Requires new terms of reference to be developed
Name change aligns more with purpose, and also with CAA Part 139 nomenclature	Meeting administration, chairmanship and protocols still to be resolved
Reduced the size of the group	Some loss of current expertise on the advisory group
Many roles can possibly carry over	
Some possibility to rationalise some roles	

Option 3 – Retain Rangiora Airfield Advisory Group (in addition to RAMG and RAST)	
PROS	**CONS**
Has a degree of consistency / ease of carryover.	Does not give effect to governance review
	Possible ongoing dysfunction
	Possible confusion about purpose and mandate, unless ToR is reviewed
	Does not Reduce the present size of the group

4.22. Information about the proposed groups is summarised below. Refer to the appendices for additional details.

Rangiora Airfield Management Group (RAMG)

Role: Primary governance body responsible for operational oversight and strategic planning.

Key Functions:

Maintain compliance with aviation and safety regulations.
Recommend infrastructure and operational improvements to Council.
Oversee budgets, capital works, and operational projects.
Act as an advocate for the airfield.

Membership:

Independent Chair, Airfield CEO (Chair), Strategic & Special Projects Manager, Airfield Manager & Safety Officer, Greenspace Manager, plus ex officio members (Mayor and WDC CE).

Authority:

Approves expenditure within delegated limits; can request additional funding for compliance needs.

Meeting Frequency: Monthly.

Rangiora Airfield User Group (RAUG)

Role:

Forum for airfield users and stakeholders to provide input on operations, facilities, and safety.

Key Functions:

Feedback on maintenance, fees, and long-term planning.
Submit safety recommendations via the Safety Team.
Suggest training and educational initiatives.

Membership:

Independent Chair, Council representative, Airfield Manager & Safety Officer, and representatives for fixed-wing, helicopter, flight training, commercial operators, and Airpark.

Meeting Frequency: Bi-monthly.

Rangiora Airfield Safety Team

Role: Dedicated to aviation safety oversight and continuous improvement.

Key Functions:

Investigate and analyze safety occurrences.
Recommend safety measures and training.
Review aerodrome layout, airspace changes, and operational procedures.

Membership:

AMSO, senior instructors, safety reps, WDC H&S Team rep, and invited CAANZ representatives.

Meeting Frequency: Quarterly or as needed after significant incidents.

4.23. If the changes to current membership of the advisory group, resulting from Councils resolutions from this report; then staff will notify those members of the changed structure and discontinuation of those roles. Staff will pass on acknowledgement and thanks (in a manner acceptable to Council) on behalf of Council for the years of voluntary service provided by any present members affected so.

4.24. Any roles that are unchanged, could potentially retain the incumbent person in that role. It is proposed to have positions re-filled every 3 years, on a rolling/staggered basis. So one third of positions of the user group would be re-filled each year. Sitting members at the time the position comes up for renewal may apply to remain in their present roles.

4.25. If option 1 is adopted, there are 6 roles that become removed, and 3 new roles added. These are summarised in the table below:

RAAG Roles Disestablished in Option 1	**New RAUG Roles in Option 1**
Independent Adviser 1 (moved to Safety Team)	Independent Chairperson
Independent Adviser 2	Airpark Rep (Provisional) - Future
CRAC Rep #2	Flight Training Officer / Safety Rep
Sport Aircraft Association Rep	
Cadets Rep	
One Councillor position	

Table 3: Disestablished and new roles respectively on User Group for Proposed Option 1

4.26. Modified Roles/titles within the User Group in recommended Option 1 are:

- CAC Rep becomes Fixed wing > 600kg Rep
- CRAC Rep #1 becomes Fixed Wing < 600kg Rep
- Helicopter becomes Heli / Air Transport/Commercial Rep

4.27. If Option 1 is adopted; it would be proposed to call for nominees for the 3 new roles outlined in the second (shaded) column of Table 3. Staff would manage this process and present a report to Community and Recreation Committee for them to confirm the appointee. It would be proposed that unchanged roles, or roles where titles are modified, would retain the current appointee (subject to their agreement) until the new review falls due, at which time the above process would be followed again. All appointees would be appointed via resolution of the Community and Recreation Committee.

Terms of Reference

4.28. Regardless of which option is adopted in this report, a review of the Terms of Reference for the Advisory / User Group is required. It is proposed that this Terms of Reference review will be undertaken and led by staff including engagement with the respective Advisory Group/ User Group established from the outcomes of this report, and these draft terms of reference will be brought back to future Community and Recreation Committee meeting for adoption.

4.29. A draft Terms of Reference for the Rangiora Airfield Safety Team is attached to his report. Staff are seeking council approval of these particular terms of reference.

4.30. No specific Terms of Reference are proposed for the Rangiora Airfield Management Team, but the attached functions description in attachment i) is to serve as a guide.

IMPLICATIONS FOR COMMUNITY WELLBEING

4.31. There are positive implications for community wellbeing afforded by the issues and options that are the subject matter of this report. Additional resource will be applied to safety specific operations at the airfield (through the establishment of the Safety Team), as well as a more structured approach to airfield operations.

4.32. 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

5.2.1. The current RAAG will be affected by or have an interest in the subject matter of this report. The RAAG is supportive of the governance review being undertaken, most of the proposed changes in this report (except the Independent Chair) and the additional resource in the form of the Airfield Safety Team.

5.2.2. The current RAAG has had active engagement in the development of the proposed airfield management structure, the proposed structure and the establishment and structure of the Safety Team. There have been some concerns expressed by the RAAG membership that the size of the management team will unduly impact the costs of operation of the airfield and therefore the costs to users subsequently adversely impacted in terms of cost recovery. It may be that Council reviews the allocation of chargeable time for senior manager membership of the Airfield Management Group, to alleviate those concerns.

5.2.3. The engagement to date has included the steps as outlined in section 4.1. As noted – this has included a number of workshops, as well as specific consultation with the Advisory Group in November 2025.

5.2.4. Feedback from the RAAG was that the consultation period in November 2025 was too short, and that the process was inadequate and that members were not given enough time to consider and respond. In total 7 written submissions were received, from all but 1 member of the current advisory group (Councillor excepted). A generalised summary of the common feedback themes is included as attachment vi) to this report.

5.2.5. The subsequent workshop # 2 held with the Advisory Group in November 2025 delved further into the comments themes. Regardless of final option chosen for the Airfield Governance Structure, some of the concerns raised by members may still remain. Those outstanding matters are not considered in this report.

5.2.6. A SWOT (Strengths / Weaknesses / Opportunities / Threats) exercise was held during that workshop. The SWOT exercise considered the Advisory Group itself. Members were engaged in the process and provided good feedback. The comments from the exercise are included in attachment v). This summary was previously presented to the Council at the December workshop.

5.2.7. Options 1(a), 3, and 4 have not been discussed specifically with the present Advisory Group. The present Advisory Group are likely to not be supportive of Option 3 as it does not give effect to the objective to undertake a governance review.

5.3. Wider Community

The wider community is likely to be positively affected by subject matter of this report, in terms of improved outcomes for safety and effectiveness and efficiency of operations, however wider community views have not been sought on the content of this report.

Community views on the airfield will be sought partially through the upcoming LTP where the fees and charges structure of the airfield will be reviewed; however that is not directly relevant to the current review of airfield governance.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

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

6.2. This budget for the operation of the airfield is included in the Annual Plan/Long Term Plan. The proposed governance structure does not add any additional employees. The budget already allows for occasional gratuity payments to the Chairperson of the RAAG for services rendered in delivery of safety inspection functions for the airfield when the AMSO is unavailable (for example to cover leave periods). This will continue into the future for AMSO leave/sickness coverage for an appropriately qualified and experienced person acceptable to Council.

6.3. However if Councils preferred Option 1 is adopted, then there may be cost implications for the engagement of the Independent Chairperson. It is expected that this role (and the likely target candidate requirements) may add costs of up to $20,000 annually for engagement of the external professional, unless a volunteer is able to be found.

6.4. Additional operational budget of $20,000 is therefore requested, to be added to the Airfield activity budget. This budget would be used only for the Independent Chairperson, and only if necessary for the compensation of the role.

6.5. It is the view of staff that adoption of the reports recommendations may result in more efficient use of staff cost/operational budgets due to a reduction in administration inputs, although no changes to budgets are proposed in this report; rather it is expected that more outcomes will be achieved operationally within the existing budgets.

6.6. The Council will be responsible for issuing all works orders and purchase orders, but the RAUG can raise requests to the Council (through the AMSO or RAMG as appropriate) of the work that it wishes to be carried out and the timeframe.

6.7. The Council has financial accountability for the airfield and manages all income and expenditure relating to the airfield’s operation and maintenance.

6.8. Accounts are closed off at the end of each year, and any unspent maintenance budget is not carried forward unless there is a specific request to Council. Carrying forward of unspent funds is possible where they relate to capital works which were not completed for a specific reason. These funds must be approved by the Council during the budget process.

Sustainability and Climate Change Impacts

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

Risk Management

6.10. There are not risks arising from the adoption/implementation of the recommendations in this report. Risk mitigation is likely to be enhanced as a consequence of adopting the recommendations in this report due to the implementation of a formal management structure and the formalisation of the Rangiora Airfield Safety Team.

6.11. There are risks inherent in adoption of strategies other than Option 2, and to a slightly lesser degree Option 1, in this report. Adoption of options other than Option 1 or 2 has the potential to raise disappointment within the present RAAG membership and further erode trust and confidence in the review process undertaken over the last two years; as those other options depart more significantly from what has been developed to date with the Advisory Group.

Health and Safety

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

7. CONTEXT

Consistency with Policy

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

Authorising Legislation

7.2. Consistent with the requirements of Part 139 for Qualifying Aerodromes and the Local Government Act 2002.

Consistency with Community Outcomes

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

- Protect and enhance the resilience of our natural and built environment
- Enhance community wellbeing, safety, inclusivity and connectedness
- Enable economic development and sustainable growth

Authorising Delegations

7.4. There are no impacts to the current authorising delegations held by Council staff.

7.5. Council (or the Community & Recreation Committee) have the delegation to make decisions on governance and management arrangements for the Rangiora Airfield.

Attachment i) –

1. Rangiora Airfield Management Group – Additional Functional Details

RANGIORA AIRFIELD MANAGEMENT GROUP

Objective and Purpose of the Rangiora Airfield Management Group

1.1. The Rangiora Airfield Management Group (RAMG) objective is to utilise fiscal responsibility to make recommendations to Council to improve airport infrastructures and facilities that delivers an integrated, safe, secure, effective and efficient system of operations at the airfield that meet Council, user, and stakeholder expectations, and to oversee the general operations.

1.2. The RAMG is established to:

- Assess and review the operational and safety performance of the airfield.
- Act as a conduit for discussion and dissemination of operational and safety information.
- Receive information, concerns and requests from airfield users, tenants, and stakeholders through the RAUG, consider and discuss the information and requests and either make recommendations to Council with any actions that may be required to address the matters raised, or authorise works under the airfield Annual Plan and approved budget.
- Provide support to the AMSO.
- Facilitate co-operation, mutual assistance, information exchange and educational opportunities for airfield users and stakeholders; and
- Advise users and stakeholders on legislation, regulation and associated matters and receive information from advisory groups on same; and
- Provide timely information and analysis of relevant developments and issues/incidents in support of continuously improving safety performance at the airfield; and
- Support fora for discussion and recommendations to the Council on matters affecting the safety, function, and operation of the airport; and
- Disseminate advice and information in relation to the operation and maintenance of the airport facilities; and
- Make recommendations to Council regarding the development and operation of the airfield; and
- Act as an advocate for the airport.
- Oversee and make decisions on day of operations matters related to the airfield.
- Oversee the formation and function of the RAUG (or RAAG)
- Implement and administer (including via other Council Units/Teams) the governance systems, the fees and charges systems, hangar Lot leases, and asset management for the Airfield
- Monitor the implementation of the capital works programme for the airfield
- Monitor the implementation and delivery of Operational Projects at the airfield.

1.3. The membership and structure of the RAMG shall be as follows:

a. The Airfield Chief Executive Officer.
b. The Strategic and Special Projects Manager.
c. The Airfield Manager and Safety Officer.
d. The Airfield Asset Owner (Greenspace Manager)
e. An independent chair person (same person as the Rangiora Airfield User Group independent chair)

1.4. Ex officio members will include the Mayor and Chief Executive of the Waimakariri District Council.

1.5. The RAMG, through a Service Level Agreement, maintains the airfield in a compliant and efficient state for the Greenspace Manager (the asset owner for the WDC).

1.6. Meetings of the RAMG will be held monthly.

1.6.1. The Chairperson of the RAMG is the Independent Chair. If the Independent Chair is absent from a meeting it will be Chaired by the Airfield CEO.

1.6.2. All meetings shall have discussion points/actions recorded. Where an action is required, a responsible person shall be nominated and recorded with the action, along with the agreed date for completion, or reporting back to the Group.

1.7. The RAMG group will:

a. Be aware of the Councils accountability and responsibilities as a PCBU.
b. Give effect to the Councils priorities and desired outcomes in a fiscally responsible, efficient, and effective manner.
c. Make itself aware of, and have regard to, the views of all airfield users and stakeholders (as appropriate).
d. When making recommendations to the Council, the RAMG will take account of the diversity of the airfield community, its interests, and the interests of future users as well.
e. Ensure that any recommendations made are representative of the wider airfield community and they are in the best interests of the airfield community, and the wider community, when it is appropriate to consider this aspect.

1.8. The Airfield CEO and Airfield Manager and Safety Officer shall aim to report to the Community and Recreation Committee (CRC) every quarter or as required.

1.9. The Airfield Manager and Safety Officer shall provide a monthly update on safety incidents to the Audit and Risk Committee of the Council, through coordination with the Health, Safety and Wellbeing Manager.

1.10. The RAMG has powers to delegate or request work of the wider Council, where this is deemed appropriate, to deal with significant operational, safety or security issues that are outside the scope of the Airfield Annual Plan, or where specialist advice is required.

1.11. The RAMG can make safety and operational recommendations to Council as part of their advisory contribution to an integrated, safe, secure, effective and efficient system of operations at the airfield.

1.12. The RAMG has delegated financial authority (in accordance with individual member financial delegation authority) and can approve expenditure or engage contractors directly, within the financial constraints and budget assigned to the airfield and its operations and the WDC Procurement Policies.

1.13. From time to time, the RAMG may require additional funding from Council to meet regulatory or compliance matters (such as when regulations change or incidents reveal significant safety issues that are required to be rectified to meet regulatory requirements (such as the Health and Safety at Work Act 2015, The Civil Aviation Act 2023 and Rule Part 139 for Qualifying Aerodromes. The RAMG will complete reports to Council where additional funding is required for Council to meet its statutory obligations.

Attachment ii)

2. Rangiora Airfield User Group Proposal – Additional Functional Details

RANGIORA AIRFIELD USER GROUP

Objective and Purpose of the Rangiora Airfield User Group

2.1. The proposed RAUG fulfils the functions generally provided by the current RAAG and has a dual responsibility in terms of providing a forum for airfield user and stakeholder input regarding operations, facilities and safety and security management.

2.2. The Rangiora Airfield User Group has a safety oversight role with respect to aviation safety occurrences at, or adjacent to, the airfield. While certain events are notifiable to the CAANZ, the RAUG and RAMG have vested interests in encouraging the reporting of all safety related events. An Airfield Safety Team is responsible for the investigation and analysis of safety related occurrences at the airfield and within the airfield Mandatory Broadcast Zone (MBZ) and reporting to the RAUG with safety recommendations, which may include training and educational material delivered by members of the Safety Team.

2.3. This information will enable the RAUG to provide safety input to Council (through the RAMG) to continuously improve the safety performance of the airfield and its users. The RAUG also has a role, through the Airfield Manager and Safety Officer, in providing educational material to users and stakeholders as well as the Safety Team members. Safety recommendations from the RAUG will be submitted to each meeting of the RAMG by the Airfield Manager and Safety Officer.

2.4. The key functions of the Airfield User Group are to provide feedback and suggestions to the Waimakariri District Council on:

a) Operational matters concerning the continued use and development of the Rangiora Airfield.

b) Maintenance of Rangiora Airfield.

c) Long term planning and space utilisation of the Rangiora Airfield.

d) Fees and charges relating to the use of the Airfield.

e) Appropriate operational safety requirements (through the Safety Team, which is a subset of the RAUG membership).

f) Recommendations for training and informative articles to be made available to airports users through the quarterly Airfield Newsletter.

Rangiora Airfield User Group Membership

2.5. The RAUG shall be made up of the following representatives:

a. An independent Chair (aviation expert with airfield operational/management experience)

b. One Elected Representative from the Council appointed by the Council, who has an interest in pragmatically advancing the airfield in terms of facilities offered, management of safety and security, and constructive engagement with airfield users, combined with fiscal responsibility in terms of ratepayer’s expectations.

c. The Airfield Manager and Safety Officer.

The process for determining suitable airfield user representatives, other than those appointed by Council, will be through nominated or elected representation by and of the airfield users. The RAAG shall seek people that have aviation and/or governance experience that have a focus on and alignment with the objective and purpose of the Committee.

These will be skills-based roles to ensure both technical and governance acumen on the Committee.

d. A fixed wing rep (aircraft below 600kg)

e. A fixed wing representative (aircraft above 600 kg) – preferably from Canterbury Aero Club

f. A helicopter operators' representative

g. Flight training organisations representative

h. An Air Transport/commercial operators' representative

i. Airfield business operators' representative

j. A place holder for a representative of the Airpark

Note: It may be possible for one person to represent more than one role within the RAUG (roles (d) to (j) above.

Note: The RAMG shall have veto for the membership roles in (j) to (j) above, but this shall not be unreasonably applied.

2.6. An independent Chair will be appointed by the Council; responsible for the effective and efficient running of meetings. The current two council-appointed reps are removed from the structure entirely, as it is now a 'User Group' made up of representatives from groups based at the airfield.

2.7. Ex officio members:

- The Mayor of Waimakariri District Council
- The CE of the Waimakariri District Council
- The General Manager Community and Recreation (Airfield CE)
- The Greenspace Manager
- Strategic and Special Projects Manager

2.8. RAUG Support:

- WDC facilitated record keeping and management
- Governance services for meetings – venue management, invites, agendas, minuting, public notifications and uploads

RAUG Membership Terms and Process for Appointment

2.9. Each of the positions in (e) through (l) above, are for a term of 3 years. Positions would be re-filled every 3 years, on a staggered cycle so that only 1/3 of positions are called and re-filled in any one year.

2.10. Where appropriate, the renewal of some roles (e.g. the Elected Member membership) will be timed around Local Government Elections cycles.

2.11. The process for updating membership of roles is proposed to be:

i. Notify RAUG of the upcoming change

ii. AMSO to call for nominations from the airfield community, and from current RAUG membership

iii. RAMG to review the nominations, shortlist and interview if necessary

iv. RAMG propose new nominees to C&R Committee, via staff report

v. Confirm selections and notify respondents

vi. Inductions (if necessary)

2.12. Current sitting members of the RAUG would be able to re-stand, or continue in position, subject to the process above.

Proposed RAUG Meeting Protocols (to be confirmed once RAUG is established)

2.13. The RAUG would meet generally bi monthly, on the fourth Wednesday of every second month. No meeting will be held in December or January of the following year, unless there is urgent business. The Chairperson may cancel upcoming scheduled meeting if there is no business, in consultation with the RAUG membership and RAMG.

2.14. The RAUG is able to make requests to Council or Community and Recreation Committee, through staff reports, for additional work, changes to maintenance or operations, or safety actions.

2.15. The process to facilitate RAUG discussions and feedback to the RAMG is via:

- Discussions at meetings
- Staff reports and presentations to RAUG (including in response to matters raised by RAUG members), with options for consideration
- Feedback from the RAUG members in the form of suggestions for change or improvement,
- Decisions on matters to be brought to Council (through staff) confirmed by consensus or vote (whether at meeting, or via email for minor matters)
- Minor matters may be dealt with via email from the RAUG Chair to the Chair of the RAMG

2.16. The Terms of Reference for the User Group will be fully developed once the RAUG has been established. Draft Terms of Reference are included in Attachment 1.

RAUG Work Requests

2.17. The RAUG may only make suggestions to the AMSO for work to be undertaken that is within the operationally agreed budget of the aerodrome and the financial authority of the AMSO, and the Annual Plan for the airfield. If the work is agreed by the AMSO but is above the financial delegated authority of the AMSO, this work must be agreed by the RAMG prior to commencement. The RAUG may also make recommendations to the RAMG for initiatives or work to be undertaken that falls outside the operationally agreed budget and Annual Plan. Where budgets exist for the scope of the work to be undertaken and this is agreed by the RAMG, then a project will be initiated by the WDC to complete the work.

2.18. If there is no approved budget for work that the User Group wishes the WDC to undertake, the RAMG will have to make a recommendation to Council (though a detailed report to Council).

2.19. All financial work orders and purchase orders can only be issued by Council staff and must be covered by a budget line item and financial authority, prior to letting the Work Order.

Attachment iii)

3. Rangiora Airfield Safety Group – Additional Functional Details

RANGIORA AIRFIELD SAFETY TEAM

3.1. The Rangiora Airfield Safety Team is separate to the RAUG but reports to the RAUG. It is comprised of airfield users and airfield management whose purpose is to facilitate the development, implementation, monitoring, review and coordination of procedures for the safe use of the aerodrome and associated airspace.

3.2. The Team's objectives are to:

- Encourage best practice for the health and safety of all users of Rangiora Airfield and associated airspace.
- Act as a forum for airfield users to discuss any operational safety issues at Rangiora Aerodrome and develop ways to address/resolve/improve or mitigate any identified shortcomings.

3.3. The membership and quorum shall be as follows:

a. AMSO or their delegate

b. Senior instructors operating at the airfield and include senior instructors or safety officers from organisations regularly using the airfield

c. Invited safety representatives from cross section of airfield users (may represent more than one role)

d. WDC Health & Safety team representative

e. Invited guests and representatives of CAANZ (when deemed necessary by the Safety Team)

3.4. Four members must be in attendance for quorum

3.5. The Group will refer any matter of safety significance or concern to the RAUG, through the AMSO, for review and discussion. If the matter is of urgency, the Safety Team, through the AMSO, may bypass the RAUG and discuss the matter with the Airfield CE and/or RAMG for assessment and action where necessary.

3.6. All meetings shall have an agenda and minutes/actions shall be recorded by the AMSO. Where an action is required, a responsible person shall be nominated and recorded with the action, along with the agreed date for completion, or reporting back to the Safety Team. The Chair will follow the meeting agenda and conduct the meeting in accordance with usual meeting procedures. These procedures include:

a. Conduct its business in an open, transparent, and democratically accountable manner.

b. Respectful engagement, one voice at a time.

c. Give effect to the Groups priorities and desired outcomes in an efficient and effective manner.

3.7. Meetings will be held quarterly, or as required when:

- A significant event (accident or serious incident) has occurred.
- A new type of operation is proposed at the airfield.
- Major works are proposed on the airfield.

3.8. The meeting agenda may include some (or all) of the following items (as required):

a. Confirmation of Minutes.
b. Actions from previous meeting.
c. Matters arising.
d. Safety reports for discussion and action.
e. Airport operational safety issues.
f. Airspace issues.
g. Review of any safety incidents or accidents.
h. Aerodrome security and safety issues.
i. Proposed amendments to aerodrome layout or proposed works on the aerodrome.
j. Review of published aerodrome data and operational procedures contained in the AIPNZ to ensure that the limitations and procedures effectively manage airfield and airspace operations safely.
k. Review and coordinate feedback on any airspace amendments proposals.
l. Requirements for any procedures to accommodate an organisation with operational needs such as helicopters and helicopter training etc. (see item 10 above).
m. Any type of activity commencing on or off the aerodrome which may have a safety impact on aerodrome operations.

WAIMAKARIRI
DISTRICT COUNCIL

Rangiora Airfield Safety Team
Terms of Reference

1. Background

1.1 Rangiora Airfield has had various historic iterations of a Safety Committee, with the latest committee disbanded in about 2017. Subsequently the Rangiora Airfield Advisory Group (RAAG) was responsible for the assessment of reported events. Given the breadth of matters addressed by the RAAG, a focussed Safety Team has been established. The Team is to attend solely to the safety of operations at the airfield and report back to the RAAG/RAUG with respect to safety recommendations, actions and/or initiatives.

1.2 Council has an intention that the aerodrome be maintained to a safe standard and will use guidance material contained in advisory material and aerodrome rules (as appropriate), to achieve that safe standard.

1.3 Similarly, the Council will work with airfield users to maintain a safe standard of operations in the airspace around the airfield (e.g. fly neighbourly) and in the circuit.

2. Purpose

2.1 The Rangiora Airfield Safety Team comprises of airfield users and airfield management whose purpose is to facilitate the development, implementation, monitoring, review and coordination of procedures for the safe use of the aerodrome and associated airspace.

3. Objectives

3.1 Encourage best practice for the health and safety of all users of Rangiora Airfield and associated airspace.

3.2 Act as a forum for airfield users to discuss any operational safety issues at Rangiora Aerodrome and develop ways to address/resolve/improve or mitigate any identified shortcomings.

4. Membership and Quorum

4.1 The Committee will consist of the following representatives:

1) AMSO (Chair) or their delegate
2) Senior instructors operating at the airfield
3) Invited safety representatives from cross section of airfield users (may represent more than one role)
4) WDC Health & Safety Team Representative
5) Invited guests and representatives of CAA (when deemed necessary by the Safety Team)

4.2 Four members must be in attendance for a quorum.

5. Team Tasks

5.1 Review any incidents, accidents or observed behaviours that are detrimental to the safe operation of aircraft and vehicles on the airfield and in the airspace around the airfield.

5.2 Develop corrective or preventive actions that address safety concerns identified in the review and analysis of airfield occurrences or unsafe operations.

5.3 Recommend actions to the RAUG for implementation at the airfield.

6. Meetings

6.1 Meetings will be held quarterly, or as required when:

- A significant event (accident or serious incident) has occurred.
- A new type of operation is proposed at the airfield.
- Major works are proposed on the airfield.

6.2 An agenda will be provided by the Chair of the meeting and minutes will be kept that provide a comprehensive record of discussions and any actions developed, persons responsible for actions and timelines for completion or report back. Agendas will be circulated at least 5 working days prior to team meetings (when possible).

6.3 Team membership is voluntary, and members will meet their own costs of attendance.

6.4 Decisions on course(s) of action are by consensus through collaborative and cooperative engagement, except where consensus cannot be obtained, in which case the Chair has the determining voice.

6.5 Any course of action shall consider the interests of the aerodrome, users and the wider community (where the community may be affected).

6.6 Members are encouraged to report on relevant issues from their respective organisations, interests, or activities.

7. Chair and Agenda

7.1 The Chair of the Safety Team shall be the Rangiora Airfield Manager and Safety Officer.

7.2 The Chair shall exercise good meeting practice and members are to be respectful of others' views. Collaboration is the key driver of any discussions, with the goal being to establish effective corrective or preventive actions (consistent with the Purpose and Objectives of the Safety Team).

7.3 The meeting agenda may include some (or all) of the following items (as required):

1) Confirmation of Minutes.
2) Actions from previous meeting.
3) Matters arising.

4) Safety reports for discussion and action.

5) Airport operational safety issues.

6) Airspace issues.

7) Review of any safety incidents or accidents.

8) Aerodrome security and safety issues.

9) Proposed amendments to aerodrome layout or proposed works on the aerodrome.

10) Review of published aerodrome data and operational procedures contained in the AIPNZ to ensure that the limitations and procedures effectively manage airfield and airspace operations safely.

11) Review and coordinate feedback on any airspace amendments proposals.

12) Requirements for any procedures to accommodate an organisation with operational needs such as helicopters and helicopter training etc. (see item 10 above).

13) Any type of activity commencing on or off the aerodrome which may have a safety impact on aerodrome operations.

14) Next meeting date.

8. Administration

8.1 Council will provide support as follows:

- Sending out meeting invitations and agenda.
- Minute meetings and provide records.
- Communications on behalf of the team will be provided by the Chair (or nominated representative).

Rangiora Airfield – Governance Review 2025

Rangiora Airfield Advisory Group Meeting 26 November 2025 Trim: 251127225867

SWOT Analysis by Advisory Group – on the Airfield Advisory Group

Strengths	**Weaknesses**
• People with skin in the game (on the RAAG) • (RAAG provide) Backup to AMSO • (RAAG members) Provide knowledge and advice to WDC • Persons with aviation experience • Volunteer contributions e.g. Trees • Full time manager (AMSO) – takes pressure off group • High percentage of RAAG members on-field, and contactable • Group Focus is for airfield benefit • Broad range of experience and skills	• Varying opinions (among members) • Lack of meetings – i.e. continuity • Can we continue without WDC (members), instead of cancel (meetings) • Time it takes to do things e.g. Fees and Charges review, restructure review • Council feedback (to members) poor • Responses from Council (staff) untimely • Lack of resolution (by Council staff) to recommendations
Opportunities	**Threats**
• Feedback from all users (on airfield) • Opportunity for more voluntary work (i.e. more contributions from members) • Getting more youthful membership on RAAG • To improve focus	• Budget blowout • Blindness of costs • Aging members • Feedback is disregarded • Council complacency • Lack of council support • Wrong people • Mismanagement • Council support for new development (lack of…w.r.t Dan Smith Airpark)

(Items in parentheses added for context by staff based on verbal presentation comments)

Rangiora Airfield – Governance Review

Summary of feedback themes from consultation with current Advisory Group

November 2025 Trim: 251125223875

This document summarises the feedback received from Rangiora Airfield Advisory Group members in response to the Consultation Document sent out by WDC staff on Monday 10 November 2025 in regard to the Airfield Governance review proposal.

A total of 6 written submissions were received by C.O.B Monday 17 November, one of which was from a person outside of the current RAAG membership (Pat Scotter). A further written submission was received 26 November. The general themes from the submissions are summarised below. Many submissions expressed significant disappointment with the staff proposed structure, the communication, and the way in which this consultation was conducted (not long enough duration, bad timing, inappropriate).

1. General Matters

a) Questions were raised regarding validity of comments made in the consultation document regarding 'increases in airfield movements', concerns about the quality of the Aeronautical study and the actions arising from it, and general concerns expressed regarding the airfield becoming qualifying/certificated.

b) Many submissions raised concerns about the curtailed consultation period given for this feedback.

2. Makeup of the Group

Many submissions raised concerns about the makeup of the group membership, this included comments or concerns about:

a) Loss of the Two current Independent advisors/council-appointed advisors on group

b) A number of views that the Canterbury Aero Club should be included on the group

c) No rep included from the Adjacent Airpark development – some submissions felt that this should be included in the proposals.

d) All submissions were in favour of reducing the number of councillors on the group from two to one.

3. Change to name of Group

a) Comments raised concerns about the change of name from Advisory Group to User Group. Some comments considered this a downgrade and the abolishment of the group.

b) Concerns that this name change will result in members promoting their own interests and therefore not cohesive.

4. Independent Chairperson
a) A number of submissions questioned the need for an independent chairperson, and also raised concerns about the operational cost this would add.

b) There was however support both for and against having and Independent chairperson.

5. Number of members
a) Concern about the staff proposal significantly increasing the membership numbers over and above the RAAG proposed. E.g. increasing from 8 to 15.

6. Management Team
a) Majority of submitters noted the proposed structure is considered to be too 'top heavy', and also unnecessary for an airfield the size of Rangiora.

b) Concerns about the overhead cost that this adds to the airfield.

c) One commenter felt that there was nobody on the management team with any operational experience, particularly with regard to aviation.

7. Safety Team and Safety Team Rep on the Group
a) There were suggestions regarding possible rationalisation of roles between the Safety Team and the User/Advisory Group to reduce possible duplication of roles.

b) One submission noted RAST Needs to be setup so it has some authority in dealing with incidents, and delivering education.

c) One submission suggestion of change to RASTT / 'Rangiora Airfield Safety and Training Team'.

d) Noted that Keith Vallance as operator of Fernside Fields was requested by CAA to be on the Safety Group.

8. Communications
a) Some submissions expressed concerns around a breakdown in communications, or no communications from staff.

b) One submission expressed concern and disappointment regarding no feedback from staff around the Fees and Charges review.

9. Other Matters
a) Two submission suggested there was limited or no transparency about financial or financial results.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	AIR 09/190626090222
REPORT TO:	Community and Recreation Committee
DATE OF MEETING:	16 July 2019
FROM:	Craig Sargison, Manager Special Projects
SUBJECT:	AIRFIELD ADVISORY GROUP AMENDED TERMS OF REFERENCE

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

Department Manager   Chief Executive

1. SUMMARY

1.1 This report proposes a revised terms of reference for the Airfield Advisory Group with the key changes from the current terms of reference being the composition of the Group and meeting processes and procedures.

Attachments:

i. Proposed Rangiora Airfield Advisory Group Terms of Reference (Trim 190617084689)
ii. Current Terms of Reference March 2010 (Trim 090624018757(v2))

2. RECOMMENDATION

THAT the Community and Recreation Committee

(a) **Receives** report No. 190626090222

(b) **Approves** the Rangiora Airfield Advisory Group Terms of Reference(Trim 190617084689)

(c) **Confirms** that the Council Appointees to the Airfield Advisory Group are Bruce Drake and Keith Vallance.

(d) **Approves** Staff seeking nominations for three representatives of Airfield Users not affiliated to an Aero Club.

(e) **Notes** that appointments of the three representatives will be made by the Community and Recreation Committee.

3. BACKGROUND

3.1 The Airfield was established over 60 years ago and in 1999 there was discussion in the Council about the potential for the Rangiora Airfield to go into private ownership. There was significant opposition to that concept from many airfield users and the Council decided to retain ownership of the Airfield and to re-establish the Airfield Advisory Group.

3.2 The Council decided it would assist with the management of the airfield if it made some appointments to the Advisory Group of people with acknowledged aviation expertise.

3.3 The positions were advertised and Bruce Drake and Keith Vallance were appointed by the Council to the Airfield Advisory Group in 1999. Bruce and Keith have continued to be active members of the Advisory Group.

3.4 The Terms of Reference and composition of the Airfield Advisory Group was last revised in 2010 and while the Group has continued to function successfully there are some current hangar owners and users of the Airfield who feel that the current composition of the Advisory Group does not adequately represent users, particularly those who are not affiliated to one of the aeronautical clubs operating from the Airfield.

4. ISSUES AND OPTIONS

4.1. Current Composition

4.1.1. Under the current Terms of Reference the composition of the Advisory Group is

- 1 Councillor (currently 2 – Councillors Gordon and Williams)
- 2 Council appointees (Bruce Drake and Keith Vallance)
- 1 Representative from helicopter operators (Rob Kitto)
- 1 Representative from Micro light operators (Kevin Dore**)
- 1 Representative from fixed wing aircraft operators(Vacant)
- 1 Representative from Sports Aircraft Association (John Dugdale)
- 1 Representative from commercial aviation (Vacant)
- 1 representative from Canterbury Aero Club (Steve Noad)
- 1 Representative from an aviation related business operating at the Rangiora Airfield (Vacant)
- Parks Project officer (Staff support) (Grant Reburn)

Ex officio members:

- Council Property Officer
- Manager Community and Recreation

4.1.2. The Airfield Safety Officer has also attended the Advisory Group meetings for the last 4 years.

4.1.3. When Chris Brown was appointed Manager Community and Recreation it was agreed that Craig Sargison would continue as Airfield Manager. It is intended that the Airfield Managers role will transition to Grant McLeod, Community Greenspace Manager.

4.1.4. The Council also provides Secretarial Support to the Advisory Group.

4.2. **Option 1 – Revised terms of reference including amended composition of the Advisory Group**

4.2.1. The Proposed Terms of Reference has some greater emphasis on meeting process, decision making and on how the Group works together as a well as a complaints procedure.

4.2.2. This has been designed to assist the Chair when there are challenging behaviours from Group members.

4.2.3. The key change to the composition of the Group is to allow for 3 representatives of Airfield Users not affiliated to an Aero Club as well as allowing an additional representative from the Canterbury Recreational Aircraft Club (CRAC).

4.2.4. The three general user representatives will be appointed by the Council and prospective representatives will be asked to supply a statement as to why they want to be on the Group and the value that they would add.

4.2.5. The number of Councillors has been increased to 2 which confirms the current practice. But a future Council has the option of reducing that to 1 if they choose.

4.2.6. The additional representatives from the CRAC Club recognises that the CRAC club is the largest aeronautical club operating at the Airfield and was suggested when the Councillor Representatives and Staff were meeting with the CRAC Chair.

4.2.7. It is recommended that the 2 Council appointees with aviation experience continue to be Bruce Drake and Keith Vallance. While appointed in 1999 both are still willing to be involved. Since 2005, when current Staff became involved in the management of the Airfield, they have both provided invaluable advice and guidance to the Group and to Staff.

4.3. **Option 2 – Status Quo**

4.3.1. Council could decide to retain the existing Terms of Reference and composition of the Advisory Group.

4.3.2. This is not recommended for the following reasons:

(i) The existing terms of reference do not contain references to meeting protocols, complaints process and process for cancelling a meeting.

(ii) It has proved problematic to get representatives from commercial aviation and businesses on the airfield.

(iii) There have been several complaints from users of the airfield who consider that the existing Airfield Advisory Group does not have enough representation from actual hangar owners and users of the airfield who are not affiliated with an aeronautical club.

4.4. Option 3 – Dissolve the Advisory Group

4.4.1. Council could decide not to continue with an Airfield Advisory Group.

4.4.2. This is not recommended as the Airfield Advisory Group is very helpful to staff managing the airfield, particularly on matters when aviation expertise is required.

4.4.3. There would also be significant opposition from Airfield Users if the Council elected not to continue with an Advisory Group.

4.5. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. **Groups and Organisations**

5.1.1. There is support from the Airfield Users for continuation of an Advisory Group with greater representation from users of the airfield.

5.1.2. The current Chair of the Airfield Advisory Group and the Council appointed members support the proposed terms of reference.

5.2. **Wider Community**

5.2.1. Views of the wider community have not been sought.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

6.1.1. The costs of servicing the Airfield Advisory Group are met from staff resources within the Greenspace Unit.

6.1.2. All expenditure is within the budget approved by Council as part of the Annual Plan process and the Advisory Group cannot directly commit expenditure.

6.2. Community Implications

6.2.1. The Advisory Group does provide advice to the Council on managing the airfield including safety matters.

6.3. Risk Management

6.3.1. The operation of the Advisory Group with advice on operational safety requirements does mitigate the risks to Council of operating an Airfield.

6.4. Health and Safety

6.4.1. The Airfield Advisory Group does provide advice to users of the airfield on safety procedures.

7. CONTEXT

7.1. Policy

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

7.2. Legislation

Civil Aviation Act

Local Government Act

7.3. Community Outcomes

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

7.4. Delegations

The Community and Recreation Committee has the authority to approve Terms of Reference for Advisory Groups.

Rangiora Airfield Advisory Group

1. PARTNERSHIP WITH THE COMMUNITY

1.1 The Rangiora Airfield is administered by the Council on behalf of the Community of Waimakariri and is regarded as a strategic asset for the region.

1.2 This partnership with the community is given effect to by the Rangiora Airfield Advisory Group who represent the broader interests of the aviation community.

1.3 The Aviation Community includes both commercial aviators and recreational aircraft users as well as industries that are predominantly concerned with aviation.

1.4 This document formalises the relationship between the Council and the Airfield Advisory Group (the Group) and in particular clarifies the respective roles of the Council and the Group in working together to develop and operate the Rangiora Airfield.

2. KEY ROLES OF THE GROUP

The key roles of the Airfield Advisory Group are to advise the Waimakariri District Council on:

- Operational matters concerning the continued use and development of the Rangiora Airfield
- Recommendations for the maintenance of the Rangiora Airfield
- Long term planning and space utilisation of the Rangiora Airfield
- Fees and charges relating to the use of the Airfield
- Appropriate operational safety requirements.

3. COMPOSITION OF THE ADVISORY GROUP

3.1 The Group shall have a maximum of 12 members.

3.2 Membership will consist of:

- Up to 2 Councillors (Appointed by the Council)
- Up to 2 Council appointees with aviation experience (Appointed by the Council)
- 2 Representatives from Canterbury Recreational Aircraft Club (appointed by the Club)
- 1 Representative from Sports Aircraft Association (appointed by the Club)
- 1 Representative from Canterbury Aero Club (appointed by the Club)
- 3 Representatives of Airfield Users not affiliated to an Aero Club (appointed by the Council)
- The Airfield Safety Officer – (appointed by the Council’s Community and Recreation Committee)

Rangiora Airfield Advisory Group

Ex officio members:
- Community Greenspace Manager (Airfield Manager)
- Manager Community and Recreation

Staff Support
- Greenspace Operations Team Leader (Staff support)

3.3 A quorum will be 50% of members.

3.4 A Chair appointed by the members of the Group (by a simple majority). The Chair will be appointed annually at a meeting to be held in July each year.

3.5 Waimakariri District Council staff will provide the secretarial services to the Group.

3.6 Members will be appointed for a three year term, but can be reappointed.

3.7 Appointments of the 3 Airfield Representatives will be made by the Community and Recreation Committee of Council. Nominations will be sought from Airfield Users and nominations will be decided by the Community and Recreation Committee.

3.8 The 2 Council appointees will be appointed by the Community and Recreation Committee on the basis of knowledge of airfield operations and the aviation community.

4. MEETING FREQUENCY

4.1 The Group shall normally meet on the fourth Wednesday of each month at the Airfield at 5.30pm, unless no premises are available.

4.2 Other meetings can be made by arrangement.

5. MEETING CANCELLATION

The Chairperson may cancel the meeting if, in consultation with the Airfield Manager, they consider this is necessary for reasons that include lack of business, lack of quorum or clash with another event.

6. MEETING AGENDA

6.1 Agendas will be emailed to members and placed on the Council Website 2 clear working days before the Meeting.

Rangiora Airfield Advisory Group

6.2 The Agenda will be prepared by the Airfield Manager, (or nominee) in consultation with the Chairperson

6.3 Agenda items should be emailed to the Airfield Manager 5 working days before the Meeting.

7. DISCUSSION OF MINOR MATTERS NOT ON THE AGENDA

7.1 At the commencement of each meeting the Chair will ask for any items that members wish to raise under General Business.

7.2 It is the Chairs discretion whether the matter raised is considered under General Business or whether it is deferred to the next meeting Agenda so that more information can be sought by Staff.

8. DECISION MAKING

8.1 Decisions will, in so far as it is possible, be reached by consensus. Where this is not achievable decisions will be made by voting with a simple majority being required.

8.2 The Group will have the option of referring any matter to the Manager Community and Recreation or the Community and Recreation Committee of Council for a decision.

8.3 The Group can only request staff to carry out maintenance work or capital expenditure where there is sufficient budget approved by Council.

8.4 If there is no approved budget for work that the Advisory Group wishes to undertake it will have to make a recommendation to the Community and Recreation Committee of Council.

8.5 All financial work orders and purchase orders can only be issued by Council staff

9. RELATIONSHIPS - HOW THE GROUP WORKS TOGETHER

9.1 Given the importance of relationships to the effective performance of the Advisory Group, members will conduct their dealings with each other in a manner that:

- is open and honest;
- is courteous;
- is focused on issues rather than personalities;
- avoids aggressive, offensive or abusive conduct, including the use of disrespectful or malicious language;
- avoids any form of bullying or harassment
- is respectful of the Chair of the Meeting and complies with any determination of the Chair around meeting conduct.

Rangiora Airfield Advisory Group

9.2 Please note that nothing in this section is intended to limit robust debate within the Advisory Group as long as it is conducted in a respectful and insightful manner.
9.3 Any failure by members to act in the manner described above may result in a further investigation of a member’s actions.

10. COMPLAINTS ABOUT MEMBERS CONDUCT

10.1 Any complaints about a member’s behaviour or conduct of the Advisory Group must be made in writing to the Chief Executive.
10.2 On receipt of a complaint the Chief Executive, or his nominee, will consult with the Council Portfolio Holder and the Manager Organisational Development to determine the level of seriousness and the procedure for investigation of the complaint.
10.3 One possible outcome of an investigation could be a recommendation to the Community and Recreation Committee to exclude a person from membership of the Advisory Group.

11. MEETING PROTOCOL

11.1 If the Chairperson is absent from a meeting it will be Chaired by a Councillor.
11.2 The Chair will follow the meeting agenda and conduct the meeting in accordance with usual meeting procedures.
11.3 The Chairs ruling on procedures will be final and not subject to discussion.
11.4 In the event of a tied vote the Chair does not have a casting vote and the status quo remains.
11.5 Council staff will be responsible for recording minutes of the meeting.

12. MEETING DURATION

12.1 An Advisory Group meeting cannot continue more than 2 hours from when it starts unless the meeting resolves to continue.
12.2 If there is no such resolution any business on the agenda that has not been dealt with must be adjourned and transferred to the next meeting.

13. FINANCIAL MANAGEMENT

13.1 The Council will be responsible for issuing all works orders and purchase orders, but the Group can advise the Council of the work that it wishes to be carried out and the timeframe.

13.2 The Council has financial accountability for the airfield and manages all income and expenditure relating to the airfield’s operation and maintenance.

Rangiora Airfield Advisory Group

13.3 The Council's financial year is from 1 July to 30 June.

13.4 Accounts are closed off at the end of each year, and any unspent maintenance budget is not carried forward unless there is a specific request to Council.

13.5 Carrying forward of unspent funds is possible where they relate to capital works which were not completed for a specific reason. These funds must be approved by the Council during the budget process.

14. LEGAL RESPONSIBILITIES

14.1 The Council is responsible for all legal obligations relating to the Airfield under various Acts and these cannot be delegated to an Advisory Group.

14.2 These include, but are not limited to:

- Civil Aviation Act 1990 and Subsequent CAA Acts/Legislation
- Local Government Act 2002
- Reserves Act 1977
- Building Act 1991 and 2004
- Any developments or physical improvements to the Airfield including structures
- Leasing part of the airfield or licences to occupy part of the airfield

WAIMAKARIRI DISTRICT COUNCIL

**TERMS OF REFERENCE
COUNCIL AND COMMITTEES**

Rangiora Airfield Advisory Group

1. PARTNERSHIP WITH THE COMMUNITY

1.1 The Rangiora Airfield is administered by the Council on behalf of the Community of Waimakariri and is regarded as a strategic asset for the District.

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1.3 The Aviation Community includes both commercial aviators and recreational aircraft users as well as industries that are predominantly concerned with aviation.

1.4 This document formalises the relationship between the Council and the Airfield Advisory Group (the Group) and in particular clarifies the respective roles of the Council and the Group in working together to develop and operate the Rangiora Airfield.

2. KEY ROLES OF THE GROUP

The key roles of the Airfield Advisory Group are to advise the Waimakariri District Council on:

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- Fees and charges relating to the use of the Airfield
- Appropriate operational safety requirements.

3. COMPOSITION OF THE ADVISORY GROUP

3.1 The Group shall have a minimum of six members and a maximum of 11 members.

3.2 Membership will consist of:

- 1 Councillor
- 2 Council appointees
- 1 Representative from helicopter operators
- 1 Representative from Micro light operators
- 1 Representative from fixed wing aircraft operators
- 1 Representative from Sports Aircraft Association
- 1 Representative from commercial aviation
- 1 representative from Canterbury Aero Club
- 1 Representative from an aviation related business operating at the Rangiora Airfield
- Parks Project officer (Staff support)

Ex officio members:

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6. IMPLEMENTATION OF THE AIRFIELD MASTER DEVELOPMENT PLAN

6.1 The Group will have a key role in advising the Council of the operational and safety factors surrounding the refinement and implementation of the Airfield Development Plan which covers the development of the land on the southern side of the main runway.

7. RESPONSIBILITIES

7.1 The following table summarises the key responsibilities of the Group in relation to the Airfield:

Rangiora Airfield Advisory Group

Task	Advisory Group	Council Approval required
Development Plan	√	√
Operational safety rules	√	√
Airfield safety group	√	√
Runway maintenance	√	√
Weeding	√	√
Fencing	√	√
Taxiways/carparks etc	√	√
Landscape features	√	√
Signage	√	√
Events	√	√
Annual Budget		√
Financial Expenditure (purchasing)		√
Entering into contracts for supply or work to be carried out		√
Leases or licences for hangars or other buildings		√

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Rangiora Airfield Advisory Group

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- Building Act 1991 and 2004
- Any developments or physical improvements to the Airfield including structures
- Leasing part of the airfield or licences to occupy part of the airfield

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	CPR-04-02-03 / 260515116560
REPORT TO:	COUNCIL
DATE OF MEETING:	26 May 2026
AUTHOR(S):	Rob Hawthorne, Property Unit Manager
SUBJECT:	Annual Plan 2026/27 - Campgrounds Capital Budget Woodend Beach Campground Water Supply

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

General Manager — Chief Executive

1. SUMMARY

1.1. The report recommends transferring unused capital budgets from the Waikuku and Kairaki campgrounds to a new capital project for the Woodend Beach Campground to support future water supply upgrades.

1.2. Council is required to upgrade the Woodend Beach Campground water supply to meet the Water Services Act 2021. The existing bore-based system, while not currently showing major water quality issues, must be formally registered by November 2028 and fully compliant with drinking water standards by November 2030. Council remains responsible for the water infrastructure until the lease expires in mid-2031.

1.3. Two options have been assessed:

- upgrading the existing bore treatment system (or)
- connecting the campground to the Woodend–Pegasus public water supply.

1.4. Early analysis suggests that connection to the public network, although more expensive upfront, is likely to provide greater long-term reliability, compliance certainty, and wider community benefits.

1.5. Further investigation is underway to clarify costs, risks, and funding mechanisms. However, as the likely capital contribution by Council as an asset owner for either of the two options will exceed $500,000, staff recommend deferring the sum of $445,000 currently carried forward to the 2026 / 27 financial year to the following year (2027 / 28). This allows time for more detailed analysis and for Council to consider further the options, financing and timing of any works through the 2027/28 Long Term Plan.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. (TRIM 260515116560).

(b) **Notes** the requirement for compliance with the Water Services Act 2021 by late 2030.

(c) **Approves** the transfer of transfer of $445,000 (unused capital budgets) from the Waikuku and Kairaki campgrounds to a new capital project for the Woodend Beach Campground, to support future water supply upgrades.

(d) **Approves** deferral of the sum of $445,000 currently being carried forward within the Camp Ground Capital Budget from the 2026 / 27 financial year to the following year, 2027 / 28.

(e) **Notes** this will allow more time for more detailed analysis and for Council to further consider options, financing and timing of any works through the 2027/28 Long Term Plan.

3. BACKGROUND

3.1. The purpose of this report is to update Council, at a high level, on its obligations, under the Water Services Act 2021, to upgrade the water supply at Woodend Beach Campground. Aligning with this, the report recommends that funds currently being carried forward to the 2026 /27 financial year are moved out one year to 2027/28, to enable further investigation and deliberation of options available to Council.

3.2. The Woodend Beach campground currently operates an unregistered bore-based water supply, that also serves the adjacent Council public toilets and Te Kōhaka o Tūhaitara Trust headquarters. While there have been some reported concerns, regarding water quality, testing has not indicated any serious issues to-date.

3.3. However, legislative changes now require non-residential water supply facilities such as this campground to become registered as a water supplier by November 2028. They need to also develop and operate a Water Safety Plan.

3.4. They then need to be fully compliant with the Water Services Act 2021, and the associated Drinking Water Quality Assurance Rules, by November 2030.

3.5. In the interim, Council have made a number of improvements to mitigate the risk of water contamination.

3.6. Council lease the land from the Te Kōhaka o Tūhaitara Trust (the Trust) through until 30 June 2031. Council own most of the buildings and site improvements, including the water supply and water reticulation throughout the camp. At the expiry of the lease the Trust may require all improvements to be removed or, if remaining on site beyond the expiry date, the Trust can elect to remove improvements and make-good at Council's cost or have the improvements vest in the Trust's ownership, with no compensation payable to Council.

3.7. The Council sub-lease the property to a campground operator who has a lease that expires on 29 June 2031. The Sub-lessee owns some improvements but not those relating to water supply or water reticulation.

3.8. While Council does not directly operate the water supply, they are the owner of the camp's water supply infrastructure and as such are likely to be held responsible for it, at least until lease expiry in mid-2031.

3.9. Council own four campgrounds with three now having water supplied by Council's Water Services Unit. Woodend Beach camp is the only site with its own bore-based water supply.

4. ISSUES AND OPTIONS

4.1. Design work alongside, preliminary cost comparisons and a risk-based assessment have been undertaken to support preliminary thinking around a preferred solution. Two primary options have been assessed:

4.1.1. Option A: Upgrade the existing bore water treatment system

WSP (engineering consultants) have undertaken preliminary investigations into design solution options to provide an on-site water treatment facility.

Advantages: Lower capital cost, quicker implementation and no development contributions

Disadvantages: Continued reliance on groundwater source, ongoing operational and compliance risks, and it does not integrate with wider network

4.1.2. Option B: Connect to the Woodend–Pegasus public water supply

Council's Project Development Unit (PDU) together with the Water Services Unit have also undertaken preliminary investigations into an extended public supply constructed for the benefit of both the campground and the wider Woodend Beach community.

Advantages: Fully compliant with drinking water standards, provides a long-term reliable supply and supports the wider community

Disadvantages: High capital cost and Significant financial contribution required

4.2. Preliminary investigations indicate that contributing to a shared public water supply service is likely over time to be more cost effective than a standalone facility. It is also likely to be advantageous for other reasons, such as the provision of firefighting compliant supply.

4.3. Further supporting information is currently being gathered and funding options considered. These are likely to contribute to more comprehensive analysis of the options and greater clarity around the financial and service implications for not only the camp ground but also the wider community.

4.4. The intention is to bring to Council a separate briefing and subsequent reports on the above as part of the Long Term Plan deliberations later in 2026.

4.5. However, in both of the scenarios the potential cost contribution by the campground is likely to exceed $500,000.

4.6. With the sale of camp improvements at both Waikuku and Kairaki campgrounds pre-existing capital budgets existed that are no longer needed, as the lessees are now responsible for all upgrades, renewals and replacements.

4.7. Staff have been cognisant of the potential funding requirement of the Woodend Beach water supply issues. As such, an unallocated sum totalling $445,000 is currently carried forward in the 2026/27 Annual Plan budget.

4.8. With greater clarity around the options and processes needed to progress this matter staff now consider that these funds can be moved out one year in a holding pattern to allow more time for Council to grapple with the issue, options and alternate funding mechanisms that might be employed, a part of the 2027/28 Long Term Plan.

4.9. The recommendation of this report is to therefore transfer these fund, currently associated with the Waikuku and Kairaki campgrounds to a new capital cost code associated with the Woodend Beach campground, as an enhanced level of service.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. These include, but are not limited to;

- Water quality and public health outcomes
- Service reliability for residents and visitors
- Cost impacts on property owners
- The continued availability and enjoyment of a well-supported recreation facility

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by and have an interest in the future subject matter of this report, as it will ultimately relate to options around water usage. Engagement has not yet been undertaken but this is planned once further analysis of options and implications have been undertaken.

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report, in particular Te Kōhaka o Tūhaitara Trust, the Holiday park operators and local residents.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report due to the shared infrastructure potential (Option A) and the impacts on water quality and public health.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

A budget allowance is included in the Annual Plan / Long Term Plan that can now be applied to either of the options outline in the report. However, with further time required to consider options, financing and timing the proposal is to move funds totalling $445,000, currently being carried forward within the current Annual Plan deliberations, out one year to 2027/28.

It is also proposed to create transfer these funds from the Waikuku and Kairaki camp ground allocation to a new capital code for Woodend Beach specifying the work as an asset enhancement.

6.2. Sustainability and Climate Change Impacts

Some of the matters discussed in this report do have sustainability and/or climate change impacts i.e. in broad terms option A (4.1.1) retains a localised groundwater water supply source that could be vulnerable to climate change impacts, whereas Option B (4.1.2) supports a centralised, resilient network that I likely to provide a longer term solution.

However, both have differing long-term sustainability trade-offs.

6.3 Risk Management

There are limited risks arising from the adoption / implementation of the recommendations in this report i.e. the moving of capital budgets to a later financial year. However, the subsequent commitments around the decision Council would make in the upcoming Long Term Plan have more significant risks including: Non-compliance with drinking water regulations, public health risks from inadequate treatment, asset ownership uncertainty post-2031.

6.3 Health and Safety

There are no immediate health and safety risks arising from the adoption/implementation of the recommendations in this report. However, there are increased health and safety risk probabilities, associated with option A (4.1.1) if treatment upgrades fail to fully mitigate contamination risk.

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

Water Services Act 2021

Drinking Water Quality Assurance Rules

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from the recommendations in this report as ultimately, they align with positive outcomes in relation to public health protection, reliable infrastructure and sustainable water management.

7.4. Authorising Delegations

Council is authorised to make budget adjustments, in this case re-allocating funds within an existing council activity.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	CUS-03-06/260512114341
REPORT TO:	COUNCIL
DATE OF MEETING:	26 May 2026
AUTHOR(S):	Maree Harris, Customer Services Manager
SUBJECT:	Fees and Charges – Adoption of Fees and Charges Schedule for 2026/2027
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. This report requests that the Council approves the changes to fees and charges to take effect from 1 July 2026.

1.2. A minor correction is requested to the fees and charges included in the draft Annual Plan.

1.3. An increase in the cost of materials has resulted in a higher cost of plastic rubbish bags. The cost increase will need to be recovered in 2026/27 and the fees in the schedule have been updated to reflect that.

1.4. This approval is sought at the Annual Plan deliberations meeting rather than at the adoption meeting in mid-late June so that a reasonable timeframe is available for staff to update application forms and change the systems and website. Some invoices for 2026/27 will be delivered ahead of the start of the new financial year.

Attachments:

i. Updated schedule of fees and charges to take effect from 1 July 2026 (TRIM: 260514116098).

2. RECOMMENDATION

THAT the Council

(a) **Receives** Report No.260512114341.

(b) **Approves** the attached schedule of fees and charges to be included in the Annual Plan 2026/2027, to take effect from 1 July 2026 (TRIM: 260514116098).

(c) **Notes** that the Building Research Association building levy becomes subject to GST from 1 July 2026.

3. BACKGROUND

3.1. Changes to Council fees and charges arising form consideration of the 2026/2027 budgets are included in the attached schedule. A CPI inflation adjustment of 3.2% has been added to most fees and a comparison made with similar Councils fees.

3.2. The schedule has been updated with the following minor correction that has arisen since the schedule was included in the draft Annual Plan.

Permanent Club Charter (annual fee due on 30 June of each year and paid to the Alcohol Regulatory and Licensing Authority). The correct fee is $632.50, and this has replaced the $1,058.00 figure noted in the draft schedule.

3.3 It was planned not to increase the price of rubbish bags this year, however an increase in the cost of materials has let to a higher cost to purchase bags that should be recovered through an increase in retail prices.

3.4 The Inland Revenue has decided that the Building Research Association Levy, currently $1.00 for every $1,000 of building value on projects valued over $20,000 will become subject to GST from 1 July 2026. The levy will increase to $1.15 per $1,000 of building value.

4. <u>ISSUES AND OPTIONS</u>

4.1. Budgets for 2026 2027 have been set based on the new fee schedule.

4.2. A minor correction has been made to the fees published in the draft Annual Plan. This is a statutory fee that has been collected accurately but listed incorrectly in the work sheet.

4.3. An increase in the price of plastic rubbish bags is proposed to meet higher production costs. The price of a single rubbish bag will increase from $4.00 to $4.10 and the wholesale price to supermarkets will increase from $3.80 to $3.90.

If a price increase was not implemented for 2026/27 the revenue from bag sales will not meet the cost of manufacturing and distributing them.

4.4. The schedule has also been updated to include the change to the BRANZ building levy that will increase due to the addition of GST from 1 July 2026.

4.5. A question was raised during budget discussions on cemetery fees where the cost to inter a child is the same as an adult burial. The General Manager Community and Recreation advised at the time that the fee was based on tendered rates from contractors to do the work.

4.6. Earlier approval of the fee schedule allows additional time to update systems, forms and the website prior to the start of the new financial year. It also allows application forms for dog registration to be sent out earlier, allowing more time for people to pay.

<u>Implications for Community Wellbeing</u>

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

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

5. <u>COMMUNITY VIEWS</u>

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

5.3. **Wider Community**

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report as the 2026 2027 budgets have been based on this fee schedule.

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

6.2. Sustainability and Climate Change Impacts

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

6.3. Risk Management

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

6.4. Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002

7.3. Consistency with Community Outcomes

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. Authorising Delegations

The Council has authority to set fees and charges.

CHANGES TO FEES AND CHARGES SCHEDULE

CHANGES TO FEES AND CHARGES SCHEDULE

Fees are shown inclusive of GST.

(Note: The numbering in this section refers to the section numbers in the Council's Fees and Charges schedule).

1. Amusement Devices

	Current 2025/2026	Proposed 2026/2027
	$	$
Permit for one device for the first seven days of proposed operation or part thereof	11.50	**11.50**
For each additional device operated by the same owner for the first seven days or part thereof	2.30	**2.30**
Each device for additional seven days or part thereof	1.15	**1.15**
Amusement Devices Regulations 1976, Section 11		

3. Solid Waste - dumping charges

	Current 2025/2026	Proposed 2026/2027
Prices for refuse (rubbish) disposal includes 70/t Landfill Levy, plus GST. Any changes to Landfill Levy will be passed on to customers at the time these charges are imposed.		
3.1 Rubbish Gate Charges (includes 70/t landfill levy + GST Southbrook Transfer Station		
Official WDC rubbish bag	Free	**Free**
Minimum Load (up to 2 x 60 litre bags) (0.12m³; net load approx. 20kg)	8.00/load	**9.00/load**
All Vehicles By Weight ($/tonne)	401.35/tonne	**412.00/tonne**
Private Collector Waste ($/tonne)[1]	355.46/tonne	**369.74/tonne**
Minimum Charge By Weight (Equivalent weight: 20kg)	8.00/load	**9.00/load**
Weigh only	12.00/weigh	**12.00/weigh**
Note: [1]requires separate contract with the Council		
Commercial Recycling Gate Charges – Southbrook Transfer Station		
All Vehicles By Weight	180.00/tonne	**220.00/tonne**
Minimum Charge By Weight (Equivalent weight: 20 kg)	5.00	**4.50**
Commercial recycling charges recover the full costs for processing the recycling. Transportation costs for this material are currently not being charged for.		
Greenwaste Gate Charges – Southbrook Transfer Station		
Minimum load (up to 2 × 60 litre bags) (approx 0.12m³)	3.00/load	**3.00/load**
All Vehicles By Weight	154.00/tonne	**155.00/tonne**

3. Solid Waste - dumping charges (cont)

		Current 2025/2026	Proposed 2026/2027
	Greenwaste Gate Charges – Oxford Transfer Station		
	Minimum load (up to 2 × 60 litre bags) (approx. 0.12m³)	3.00/load	**3.00/load**
	Car boot/rear hatch (approx. 0.6m³)	14.00/load	**14.00/load**
	Small Utes/Small 1-axle trailers with low sides (approx. 0.9m²); 1-axle trailers less than 1.8m x 1.2.	22.00/load	**22.00/load**
	Vans/Utes/Std 1-axle Trailers with low sides (approx. 1.7m3) Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m	39.00/load	**40.00/load**
	Large Trailer: high-sided 1-axle, tandem axle, or extra large trailer (per cubic metre rate) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	23.00/m³	**24.00/m³**
3.2	**Rubbish Gate Charges (includes 70/t landfill levy + GST) - Oxford Transfer Station**		
	Official WDC rubbish bag	Free	**Free**
	Minimum Load (approx. 0.12m³)	8.00/load	**9.00/load**
	Single Wheelie Bin (approx. 0.24m³)	12.00/load	**13.00/load**
	Car boot/rear hatch (approx. 0.6m³)	32.00/load	**33.00/load**
	Small Utes/Small 1-axle Trailers with low sides (approx. 0.9m³) 1-axle trailers less than 1.8m x 1.2m	76.00/load	**79.00/load**
	Vans/Utes/Std 1-axle Trailers with low sides (approx. 1.7m³) Std 1-axle trailer 1.8m x 1.2m to 2.5m x 1.2m charged by load or by volume	136.00/load	**140.00/load**
	Large Trailer: high-sided 1-axle, tandem axle, or extra large trailer ($ per cubic metre rate) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	78.00/m³	**83.00/m³**
	Truck or Skip ($ per cubic metre)	78.00/m³	**83.00/m³**
	Compactor Truck ($ per cubic metre)	126.00/m³	**133.00/m³**
3.4	**Plasterboard/Gib Gate Charges – Southbrook Transfer Station**		
	All Vehicles by weight	222.80/tonne	**210.00/tonne**
	Minimum charge by weight: Equivalent weight 20kg	4.50	**4.50**
3.5	**Window Glass Gate Charges - Southbrook Transfer Station**		
	Flat Pane Glass by weight	205.40/tonne	**211.90/tonne**
	Minimum Charge Flat Pane By Weight (Equivalent weight: 20 kg)	4.00	**4.50**
	Double Glazed Glass by weight	293.00/tonne	**302.45/tonne**
	Minimum charge Double Glazed by weight	6.00	**6.00**
	Laminated Glass by weight	317.80/tonne	**328.00/tonne**
	Minimum charge Laminated Glass by weight. Equivalent weight: 20kg (changed from 40kg)	6.50	**6.50**

3. Solid Waste - dumping charges (cont)

The Tyrewise Product Stewardship Scheme has been operational since 1 September 2024, and there is no charge for vehicle tyres.

1. Council's removal costs are free owing to a levy charged when a vehicle or tyre is imported. Council also receives a nominal handling fee from Tyrewise based on tyre numbers, to fund contractor handling costs.
2. As a collection point, Council is limited to taking domestic quantities of tyres, i.e., only up to 5 vehicle tyres per household.
3. Commercial tyres, including farm tractor tyres and tyres from clean-up events, can be accepted at our facilities, however we will not accept heavy tyres at Oxford transfer station, and will only accept a maximum of two heavy commercial tyres at Southbrook RRP.
4. Tyrewise does not cover the removal of tyres on rims.

		Current 2025/2026	Proposed 2026/2027
	Rim Removal Charges – Southbrook Transfer Station		
	Small tyres (e.g. car, 4WD, ATV, small truck)	New fee	**6.50/tyre**
	Medium tyres (e.g. heavy truck)	New fee	**13.00/tyre**
	Large Tyres (e.g. tractor)	New fee	**27.50/tyre**
3.6	**Electronic Waste Gate Charges – Southbrook and Oxford**		
	Cell Phones	Free	**Free**
	Computer Monitors (CRT)	15.00/item	**15.50/item**
	Computer Monitors (Flat Screen)	11.00/item	**11.50/item**
	Computers/PC's (desktop, laptop, server)	3.00/item	**3.00/item**
	DVD & VCR Players	3.00/item	**3.00/item**
	Household appliances (small) e.g. toasters, kettles, alarm clocks, drills	3.00/item	**3.00/item**
	Household appliances (other) e.g. vacuums, microwaves	4.00/item	**4.00/item**
	Laptop Batteries (without a laptop)	Free	**Free**
	Miscellaneous Network Equipment	Free	**Free**
	Photocopiers (small to medium, domestic use)	21.00/item	**22.00/item**
	Photocopiers, Printers (large, commercial use)	85.00/item	**89.00/item**
	Printers, Scanners, Fax Machines (Domestic)	6.00/item	**6.00/item**
	Stereo Systems & Gaming Consoles	3.50/item	**3.50/item**
	Television Sets (CRT)	15.00/item	**15.50/item**
	Television Sets (Very Large i.e. rear-projector)	35.00/item	**36.50/item**
	Television Sets (Flat Screen)	11.00/item	**11.50/item**
	Toothbrushes (electric rechargeable with battery inside)	Free	**Free**
	UPS's	4.00/item	**4.00/item**
	Vapes (disposable with battery inside)	Free	**Free**

Note: The charges for domestic-sourced e-waste are subsidised approximately 50% by Council (funded out of the General Rate and landfill levy subsidy). Commercial large printers or photocopiers are charged at the full fee.

3. Solid Waste - dumping charges (cont)

		Current 2025/2026	Proposed 2026/2027
3.7	**Cleanfill Gate Charges (includes 15/t Managed Fill levy + GST) - Southbrook Transfer Station**		
	Minimum load (bag)	3.00/load	**3.00/load**
	All Other Vehicles by weight (Includes (but not limited to): trailer, van, ute, trailer with canopy, truck, skip)	139.00/tonne	**150/tonne**
	Minimum charge by weight: Equivalent weight 20kg	3.00	**3.00**
	Cleanfill (natural materials): weight per volume ratio = 1.5t/m³ (cleanfill by own cartage to Sutherlands or Garterys Pit)	90.00/m³	**95.00/m³**
	Hardfill (non-natural materials): weight per volume ratio = 2.0t/m³ (hardfill by own cartage to Sutherlands or Garterys Pit)	120.00m³	**125.00m³**
3.8	**Expanded Polystyrene Foam - Southbrook Transfer Station**		
	Recyclable Expanded Polystyrene Foam (EPS) for Removal to Recyclers		
	Minimum load (1 × 60 litre bag; Equivalent weight <1 kg)	Free	**Free**
	Car boot/rear hatch (0.6m³; Equivalent weight 7 kg)	Free	**Free**
	Small Utes/Small 1-axle Trailers with low sides (1.0m3; Equivalent weight 10kg): 1-axle trailers less than 1.8m x 1.2m. Commercial charge.	Free	**Free**
	Vans/Utes/Std 1-Axle Trailers with low sides (1.7m3; Equivalent weight 20 kg): Std 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m. Commercial charge.	42.00/load	**43.50/load**
	All Other Vehicles By Weight Includes (but not limited to): large vans, high-sided 1-axle trailers, extra large 1-axle trailers, 2-axle trailers, 1-axle and 2-axle trailers with canopies, trucks, skips. Commercial charge for large loads.	2,126/tonne	**2,194/tonne**
	Minimum Charge By Weight (Equivalent weight 10 kg)	21.00	**22.00**
	Non-Recyclable Expanded Polystyrene Foam (EPS) For Landfill – for loads containing EPS only (includes $70/tonne plus GST Land Fill levy)		
	Minimum load (1 × 60 litre bag; Equivalent weight <1 kg)	8.00/load	**9.00/load**
	Car boot/rear hatch (0.6m³; Equivalent weight 7 kg)	60.00/load	**61.50/load**
	Small Utes/Small 1-axle Trailers with low sides (1.0m³; Equivalent weight 10 kg): 1-axle trailers less than 1.8m x 1.2m	85.00/load	**88.00/load**
	Vans/Utes/Std 1-Axle Trailers with low sides (1.7m³; Equivalent weight 20 kg): Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m	170.00/load or by weight	**176.00/load or by weight**
	All Other Vehicles by weight Includes (but not limited to): large vans, high-sided 1-axle trailers, extra large 1-axle trailers, 2-axle trailers, 1-axle and 2-axle trailers with canopies, trucks, skips	8,514.00/tonne	**8,786.45/tonne**
	Minimum Charge by weight (1.7m³; Equivalent weight 10 kg)	85.00	**88.00**
	Note: only domestic quantities of non-recyclable EPS are accepted at Southbrook RRP (i.e. a maximum of 40kg in a load, or a double-axle trailer load piled to level of the sides of the trailer (excludes high-sided trailers and trailers with cages).		

4. Building Services

		Current 2025/2026	Proposed 2026/2027
		$	$
	Any function or services that are provided but are not specifically detailed in this schedule will be charged at the relevant hourly rate. Where applicants request withdrawal or lapse of any application, fees will be charged for services performed up to the time of the request plus administrations costs, and refunds will be provided for any unused portions of deposits.		
4.1	**Project Information Memorandum**		
	Where costs to process the application exceed the fee then additional time will be charged at the hourly rate.		
	Hourly rate • Minor projects with an estimated value less than $20,000 • Projects with an estimated value ≥ $20,000 • New and relocated dwellings • Commercial and industrial projects • Hourly rate where time exceeds the scheduled fee (charged in addition to the standard fee) • Services and Compliance Check • Small stand-alone residential dwellings	191.00	**197.00**
	Standard PIM only application—deposit	382.00	**394.00**
	Exempt small stand-alone residential dwellings PIM—deposit includes post PIM issue administration fee of $295.00.	NEW	**852.00**
4.2	**Processing and Approval of Consent Applications**		
	Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent on an actual time and cost basis. Final building consent costs will include associated fees, including processing, inspections, administration and levies.		
	Deposit Schedule		
	Swimming pool – residential – limited to pool and pool barrier only	750.00	**750.00**
	Hay barn, shed, garage, workshop	850.00	**850.00**
	Residential minor works <$20,000 – remove internal wall, change openings, effluent system etc	500.00	**500.00**
	Dwelling alterations and additions < $150,000	1,000.00	**1,000.00**
	Dwelling alterations and additions ≥$150,000	1,400.00	**1,400.00**
	Single dwelling/relocated dwelling	1,950.00	**1,950.00**
	Multiple/group dwellings ≤ 4	2,600.00	**2,600.00**
	Non-residential additions and alterations < $150,000	1,500.00	**1,500.00**
	Non-residential additions and alterations ≥ $150,000	2,500.00	**2,500.00**
	New non-residential	3,500.00	**3,500.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
	Small stand-alone residential dwelling		
	Fixed base fee for building consent for a small stand-alone residential dwelling (within the scope of an exempt small stand-alone residential dwelling) including building consent processing, inspections and a code compliance certificate. *Excludes BRANZ and MBIE Levies, which are based on value of works. Additional fees may apply for failed inspections and amendments to consents.* *Other authorities may be required, including resource consent, utilities connection fees and vehicle crossings.*		
	Fixed base fee—building consent	NEW	**5,432.00**
4.3	**Building Inspection Fee**		
	Where the actual time of an inspection exceeds 1 hour then additional fees will be charged. Please note that the time taken for a building inspection is not necessarily all on-site. All time associated with inspection of a building will be charged, and this may include assessment, communication and decisions made off-site.		
	On-site inspections (based on 1 hour) • Remote Inspections • Each additional hour or part hour (if required) • Failed or additional inspection/s required	220.00	**227.00**
	Cancellation of Inspection (same day cancellations)	110.00	**114.00**
4.4	**Code Compliance Certificate Deposit**		
	Where the cost to process and make a code compliance certificate decision exceeds the fee paid then additional time will be charged at the relevant charge out rate.		
	Hourly rate	191.00	**197.00**
	Effluent system, hay barn/shed/garage, workshop - unlined and without services	200.00	**206.00**
	Hay barn/shed, garage, workshop, lined and/or with services	220.00	**227.00**
	New or relocated dwelling or alteration and addition ≥150,000	455.00	**470.00**
	Multiple and group dwellings ≤ 4	594.00	**613.00**
	New dwelling or alterations and additions < $150,000	297.00	**307.00**
	New commercial/industrial/communal/alterations and additions < $250,000	376.00	**388.00**
	New commercial/industrial/communal/alterations and additions ≥ $250,000	762.00	**786.00**
	Code Compliance Certificate for consents over five years old - original fee plus 2026/2027 hourly rate applies.	210.00	**217.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
4.5	**Minor Works Fixed Fee Applications**		
	Where costs to process an application exceed the fee then additional time will be charged at the hourly rate. If the project is valued at $20,000 or more (BRANZ) or more than $65,000 (MBIE) the fixed fee will increase by the value of the BRANZ and MBIE levies.		
	Hourly rate	210.00	**217.00**
	Single Free-Standing Heating Unit	500.00	**516.00**
	Single Inbuilt Heating Unit or a Central Heating System (extra inspection)	585.00	**604.00**
	Marquees	450.00	**464.00**
	Solar Water Heater (residential)	875.00	**903.00**
4.6	**Administration Fee**		
	Where costs to administer an application exceeds the fee, additional time will be charged at the hourly rate. Where extra inspections are required, additional inspection fees will apply.		
	Hourly rate	191.00	**197.00**
	Minor works ≤ $20,000	191.00	**197.00**
	Hay Barn/Shed, Garage, Workshop	288.00	**297.00**
	New or relocated dwelling or alterations and additions < $150,000	334.00	**345.00**
	New or relocated dwelling or alterations and additions ≥ $150,000	410.00	**423.00**
	Non-residential additions and alterations < $150,000	355.00	**366.00**
	Non-residential additions and alterations ≥ $150,000	542.00	**599.00**
	New commercial, industrial, communal	719.00	**742.00**
	*Multiple/group dwellings ≤ 4	534.00	**551.00**
4.8	**Swimming Pool Fencing/Barriers**		
	Inspection of pool fencing/barriers—under section 162D Building Act 2004	220.00	**220.00**
	Registration and inspection of existing pool (Covered by inspections revenue)	350.00	**No fee**
	Re-inspection following a failed inspection—at hourly rate	220.00	**217.00**
	Remote inspections	220.00	**220.00**
	IQPI reports administration fee	NEW	**50.00**

4. Building services (cont)

		Current 2025/2026 $	Proposed 2026/2027 $
4.11	**Exemption from the need for building consent under Schedule 1(2) Building Act 2004**		
	Where costs to administer the application exceed the fee, additional time will be charged at hourly rates. Territorial Authority discretionary exemption from the need for building consent under Schedule 1(2) Building Act 2004.		
	Administration Fee (Now covered by hourly rate in Misc fees)		
	Deposit for exemption	500.00	**500.00**
4.13	**Building Warrant of Fitness (BWOF)**		
	Where costs to process a BWOF exceed the renewal fee then additional time will be charged at the hourly rate.		
	Hourly rate	210.00	**217.00**
	Annual BWOF renewal fee (SS7 only)	198.00	**204.00**
	Annual administration/B-RaD renewal fee (cost includes periodical audits)	150.00 + hourly rate	**155.00 + hourly rate**
	Process amendment to Compliance Schedule—hourly rate applies	210.00	**217.00**
	Annual fee, per specified system	42.00	**43.00**
	Building Warrant of Fitness Audit Follow-up (where non-compliance has been identified)—hourly rate applies	210.00	**217.00**
4.14	**Certificate of Acceptance (CoA)**		
	Deposit for a Certificate of Acceptance	750.00	**750.00**
	Site Inspections (each)	220.00	**227.00**
	Process Certificate of Acceptance—hourly rate applies	210.00	**217.00**
	Administration—hourly rate	191.00	**197.00**
	Where costs to process a Certificate of Acceptance exceed the deposit then additional time will be charged at the hourly rate. Under section 96(1) of the Building Act 2004 the application must be accompanied by any fees, charges or levies that would be payable had the owner or the owner's predecessor in title applied for a building consent before carrying out the work. This is calculated on a case by case basis for each application.		
4.15	**Notice to Fix**		
	Hourly rate applies plus disbursements		
	Processing hourly rate	210.00	**217.00**
	Administration hourly rate	95.00	**197.00**

4. Building services (cont)

		Current 2025/2026 $	Proposed 2026/2027 $
4.16	**Certificate of Public Use (CPU)**		
	Where costs to process a Certificate of Public Use exceed the fee then additional time will be charged at the hourly rate.		
	Application fee for Certificate of Public Use (including one inspection)	495.00	**510.00**
	Hourly rate processing	210.00	**217.00**
	Administration hourly rate	191.00	**197.00**
	Additional inspections	169.00	**189.00**
4.17	**Compliance Schedules and Draft Compliance Schedules (CS)**		
	Where costs to assess and issue a Compliance Schedule or Draft Compliance Schedule exceed the fee then additional time will be charged at the hourly rate.		
	Hourly rate Applies to: • Amendment to a Compliance Schedule (s.106) • Processing and Approval of Compliance Schedules and Draft Compliance Schedules • Compliance Schedule (s.107) (where Council chooses to amend CS)	210.00	**217.00**
	Administration associated with processing an amended Compliance Schedule—hourly rate	191.00	**197.00**
	Amended Compliance Schedule—Minor changes e.g. owner details, changes to existing specified systems	NEW	**104.00**
	Draft Compliance Schedule (as part of a CPU application) hourly rate	210.00	**217.00**
	Administration Fee (hourly rate applies)	191.00	**197.00**
4.18	**Extension of Time**		
	Where costs exceed the fee then additional time will be charged at the hourly rate.		
	Extension of time to start work on an issued consent	155.00	**160.00**
	Extension of time to provide completion documentation in relation to a small stand-alone residential dwelling	NEW	**160.00**
4.19	**Building Consent Amendments and Minor Variations**		
	Truss as-builts	105.00	**108.00**
	Processing of amendments and minor variations including amendments to modify building code clause B2—Durability—hourly rate applies	210.00	**217.00**
	Administration amendment fee—hourly rate (was fixed fee)	95.00	**197.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
4.20	**Miscellaneous Fees**	At cost	
	Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent, as part of the fees and charges for the issued consent.		
	Council engineering assessments—hourly rate applies	210.00	**217.00**
	Pre-application meeting per hour	210.00	**217.00**
	Inspection of any other building work, hourly rate	220.00	**227.00**
	Accreditation levy payable on all building consents to cover costs of meeting the standards and criteria required under Building (Accreditation of Building Consent Authorities) Regulations 2006. Charged per $1000 of estimated building value	0.70	**0.70**
	Third party engineering assessment and/or peer review of engineering	At cost	**At cost**
	FENZ review (external recoveries)	At cost	**At cost**
	Any other building elements subject to peer review or assessment	At cost	**At cost**
	Processing Building Location Certificate	115.00	**119.00**
	Transferred consents: auditing, inspections, additional reports, disbursements (hourly rate applies)	At cost	**At officer's hourly rate**
	Section 83 Building Act - removal of entry on record of title	At cost	**At cost for legal services and at officer's hourly rate**
	Any matter covered by the Building Act 2004 s. 219 and not itemised in the schedule of fees and charges—hourly rate	210.00	**At officer's hourly rate**
	Registration of applications involving external professional services and additional administration fees	At cost	**At cost for external services and at officers' hourly rate**
	Hourly rate: Building Consent Officer, Building inspector (in office), Compliance Officer, Team Leaders	210.00	**217.00**
	Hourly rate: Administration Officer and Code Compliance Auditor, PIM Officer	191.00	**197.00**
	Infringement Notices		
	Refer to schedule 1 of Building (Infringement Offences, Fees and Forms) Regulations 2007	As per Building Regulations 2007	**As per Building Regulations 2007**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
	Receipt of building consent documentation for placement on a property file where the consent was managed by an external BCA. (Includes receipt of records at lodgement, issued consent and issued code compliance, charged at initial lodgement). TA Administration.	NEW	**394.00**
4.21	**Register of section 73 certificate for consents granted under s 72 (Entry to record of title for land subject to flooding, etc)**		
	Registration of applications involve external professional services as well as Council staff time and administration fees	At cost	**At cost for external services and at officer's hourly rate**
4.22	**Register of section 77 subject to s75(2) - Construction of building on two or more allotments**		
	Registration of applications involve external professional services as well as Council staff time and administration fees.	At cost	**At cost for external services and at officers' hourly rate**
	Building Levies		
	Building Research Levy (BRANZ) Levy per $1,000 of building value on projects valued over $20,000. (Building Research Levy Act 1969)	1.00	**1.15**
	Building Levy (MBIE) Levy per $1,000 of building value on projects valued over $65,000. (Building Levy Order 2005)	1.75	**1.75**

5. Cemetery fees

		Current 2025/2026	Proposed 2026/2027
		$	$
5.1	**Interment Fees (cost recovery)**		
	Interment Fee (single or double depth)	1,010.00	**1,042.00**
	Ashes interment *	220.00	**227.00**
	Child Interment	1,010.00	**1,042.00**
	Stillbirth or Baby Interment	250.00	**258.00**
5.2	**Plot Purchase**		
	Burial Plot	1,000.00	**1,032.00**
	Child's Plot (Kaiapoi Cemetery)	249.62	**274.50**
	Ashes Plot	300.00	**309.00**
	Services Cemetery Plot	No fee	**No fee**
5.3	**Records Fee (for all burials to be paid at plot purchase)**	52.00	**53.70**
5.4	**Late fee for burials outside normal operating hours (to be paid in addition to Interment fee)**	290.00	**300.00**
5.5	**Additional interment fee where no funeral director is involved**	290.00	**300.00**
5.6	**Exhumation*** **	At cost	**At cost**
5.7	**Memorial Permit**	75.50	**78.00**
5.8	**Transfer Right of Burial or Amend Cemetery Deed**	52.00	**53.70**
5.9	**Repurchase plots previously sold by WDC ****	Half current retail price	**Half current retail price**

** Ashes interment fees are charged per ashes urn interred.*

*** This does not automatically apply to plots purchased prior to Council taking over management of a cemetery.*

**** Exhumation/Disinterments include a record fee*

6. Community centres and halls

		Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
		Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
		$	$	$	$
6.1	**Rangiora Town Hall**				
	Main Auditorium - Performance Day	1,291.25	**1,332.55**	485.50	**501.00**
	Main Auditorium - Pack In/Out, Rehearsal (maximum 14 days)	284.10	**293.20**	185.95	**191.90**
	Main Auditorium - Pack In/Out, Rehearsal (additional days)	360.00	**371.50**	216.95	**223.90**
	Move smother to another location	143.10	**147.70**	143.10	**147.70**
	Sound system per show day	154.95	**159.90**	154.95	**159.90**
	Sound system per rehearsal day	77.50	**80.00**	77.50	**80.00**
	Furniture set up	54.80	**56.55**	54.80	**56.55**
	Small Theatre - per hour (minimum 2 hours)	154.95	**159.90**	77.50	**80.00**
	Small Theatre - day rate	929.70	**959.45**	433.85	**447.75**
	Small Theatre - projection equipment	91.35	**94.25**	91.35	**94.25**
	Small Theatre - removal or change of stage set up (carpet)	182.75	**188.60**	182.75	**188.60**
	Small Theatre - furniture set up	54.80	**56.55**	54.80	**56.55**
	Function Room (minimum 2 hours)	74.25/hour 445.40/day	**76.60/hour 459.65/day**	74.25/hour 445.40/day	**76.60/hour 459.65/day**
	Studio Room (each) per hour	46.50	**48.00**	31.00	**32.00**
	Green Room per hour	46.50	**48.00**	31.00	**32.00**
	Yamaha Grand Piano per hour	54.80	**56.55**	54.80	**56.55**
	Technical support per hour (maximum of 2 hours)	71.50	**73.80**	71.50	**73.80**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
	Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
	$	$	$	$
6.2 Oxford Town Hall				
A & P Room	70.45/hour	**72.70/hour**	18.60/hour	**19.20/hour**
Main Hall	70.45/hour	**72.70/hour**	29.35/hour	**30.30/hour**
Entire venue - per hour	105.75/hour	**109.15**	46.95/hour	**48.45/hour**
Entire venue - day rate (six hour or more)	634.75	**655.00**	294.40	**303.80**
Projection equipment hourly rate	86.75	**89.50**	86.75	**89.50**
AV System hourly rate	59.20	**61.10**	59.20	**61.10**
Wedding rate (including 3 hours set up, full day hire and 2 hours cleaning)	NA	**NA**	245.30	**253.15**
OB & I League for movies (x3 hours, incl WDC owned projection equipment, wi-fi and electricity)	NA	**NA**	55.16	**56.90**
6.3 Ruataniwha Civic Centre				
Room One hourly rate	35.10	**36.20**	31.00	**32.00**
Room Two hourly rate	35.10	**36.20**	31.00	**32.00**
Combined Meeting Room hourly rate	59.80	**61.70**	31.00	**32.00**
6.4 Pegasus Community Centre				
The Big Room hourly rate	35.10	**36.20**	15.50	**16.00**
Infinity Room (Reception Area)	NA	**NA**	NA	**NA**
Todd Room (Meeting Room) hourly rate	35.10	**36.20**	15.50	**16.00**
Southern Capital Room (Small Meeting Room) hourly rate	35.10	**36.20**	6.20	**6.40**
Whole Facility hourly rate	98.10	**101.25**	31.00	**32.00**
Whole Facility (Maximum Daily)	588.80	**607.75**	185.95	**191.90**
6.5 Woodend Community Centre				
Sports Hall hourly rate	35.10	**36.20**	17.60	**18.15**
Meeting Room A or B hourly rate	35.10	**36.20**	17.60	**18.15**
Combined Meeting Rooms A & B hourly rate	70.50	**72.75**	35.10	**36.20**
Entire Complex (hourly rate)	105.80	**109.20**	52.70	**54.50**
Entire Complex	507.80/day	**524.00/day**	281.70/day	**290.70/day**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
	Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
	$	$	$	$
6.6 All other venues				
Excluding those listed separately	35.10/hour	**36.20**	15.50/hour	**16.00**
6.7 Pavilions and other Community Facilities				
Cust Domain	13.40/hour	**13.80**	6.20/hour	**6.40**
Ohoka Domain	13.40/hour	**13.80**	10.35/hour	**10.65**
Sefton Domain*	13.40/hour	**13.80**	6.20/hour	**6.40**
View Hill**	13.40/hour	**13.80**	6.20/hour	**6.40**
Loburn Domain	29.90/hour	**30.80**	15.50/hour	**16.00**
Pearson Park (Oxford)	35.10/hour	**36.20**	15.50/hour	**16.00**
Dudley Park (note that booking users cannot access toilets)	35.10/hour	**36.20**	13.40/hour	**13.80**
Cust Community Centre	35.10/hour	**36.20**	15.50/hour	**16.00**
Fernside Memorial Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Kaiapoi Community Centre (bookable room)	35.10/hour	**36.20**	15.50/hour	**16.00**
Oxford Jaycee Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Rangiora War Memorial Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Waikuku Beach Hall	35.10/hour	**36.20**	15.50/hour	**16.00**

**noting that there is a proposal to remove the building and replace it with a community owned asset.*
***this pavilion does not offer the full range or experience of other facilities.*

CHANGES TO FEES AND CHARGES SCHEDULE

6. Community centres and halls (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
6.8	**Park Bookings**		
	Non-Commercial Park bookings		
	Daily fee	36.15	**37.30**
	Commercial Park Bookings		
	Daily fee	206.60	**213.20**
	If the event charges admission for access, Council reserves the right to charge a commercial rate over and above the standard booking fee which will be set at $2.50 per participant or ticket sold.		
	Trousselot Park Band Rotunda		
	Daily fee	46.50	**48.00**
	Excludes reserve fee		
	Victoria Park Band Rotunda		
	Daily fee	46.50	**48.00**
	Excludes reserve fee		
6.9	**Other Facilities Related Charges**		
	Lost Key	24.55	**25.35**
	Additional Bins - Per Bin Per Day	24.55	**25.35**
	Toilet Clean	36.80	**38.00**
	Special Clean per hour (full building etc)	91.90	**94.85**
	Security Guard Call Out (alarm activation)	91.90	**94.85**
	Fire Alarm Activation (Brigade connected)	429.25	**443.00**
	Waikuku Beach whitebaiting access key	30.00	**31.00**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Kendall Park Turf Fees		
Waimakariri based users		
Full turf per hour	88.57	**91.40**
Half turf per hour	44.28	**45.70**
Applies to both casual use and club trainings being undertaken by groups from within the Waimakariri District		
Non-Waimakariri based users		
Full turf per hour	140.67	**145.20**
Half turf per hour	70.33	**72.60**
Applies to both casual use and club trainings being undertaken by groups from within the Waimakariri District		
Game rate per game	88.57	**91.40**
Applies to regular users playing a scheduled club game and covers a two-hour time period		
Lights		
Full turf per hour	31.26	**32.25**
Half turf per hour	15.63	**16.15**
Applies wherever lights are used		

7. Animal management

		Current 2025/2026	Proposed 2026/2027
		$	$
7.1	**Dog Registration Fees**		
	Uniform owner/administration fee for each dog owner, except owners of disability assist dogs (including the National Dog Database levy) for registrations paid before 1 August	49.50	**51.00**
	Penalty fee for late registration (50% of owner fee)	24.75	**25.50**
7.2	**Annual Fee for each Entire Dog (in addition to Dog Registration Fee above)**		
	Dog that has not been de-sexed	58.00	**60.00**
	Penalty fee for late registration of each entire dog (50% of fee)	29.00	**30.00**
7.3	**Annual Fee for each Working Dog (in addition to Dog Registration Fee above)**		
	For each working dog (as defined in Section 2 of the Dog Control Act 1996)	14.50	**15.00**
	Penalty fee for late registration of each working dog (50% of fee)	7.25	**7.50**
7.4	**Annual Fee for each De-sexed Dog (in addition to Dog Registration Fee above)**		
	Pet dog that has been de-sexed. For dogs neutered or spayed before 1 August in the current registration year	31.00	**32.00**
	Penalty fee for late registration of each de-sexed pet dog (50% of fee)	15.50	**16.00**
7.5	**Annual fee for each Disability Assist Dog**	0.00	**0.00**
7.6	**Dangerous/Menacing Dogs**		
	Annual fee for a dog classified as dangerous or menacing (including Owner/administration fee)	120.00	**124.00**
	Penalty fee for a dog classified as dangerous	60.00	**62.00**
7.7	**Replacement tag**	6.50	**6.50**
7.8	**Permit to keep 3 or more dogs in urban areas**	185.00	**190.00**
7.9	**Impounding Fees**		
	Impounding first offence	60.00	**65.00**
	Impounding second and subsequent offences	180.00	**195.00**
	Sustenance fee (per day)	20.00	**20.00**
	Microchipping fee	25.00	**25.00**
7.10	**Dog collars (while stock lasts)**		
	Supply of small collar	5.00	**5.00**
	Supply of medium collar	7.50	**7.50**
	Supply of large collar	10.00	**10.00**
7.11	**After Hours Call Out Fee**	85.00	**165.00**

8. Housing for the elderly

	Current 2025/2026	Proposed 2026/2027
	$	$
All units per week		
Bedsit Unit	201.70	**209.50**
Studio Unit	214.00	**222.50**
Single bedroom unit	238.40	**248.00**
Queen bedroom unit (single occupant)	263.00	**273.50**
Queen bedroom unit	287.60	**299.00**
Single bedroom unit (Refurb)	247.20	**257.00**
Queen bedroom unit (single occupant) Refurb	267.45	**278.00**
Queen bedroom unit (Refurb)	287.70	**299.00**
Single unit Ranui	254.10	**264.00**
Queen unit Ranui (single occupant)	276.20	**287.00**
Queen unit Ranui	298.30	**310.00**
Single bedroom unit (Refurb plus)	NEW	**272.00**
Queen bedroom unit (single occupant) Refurb Plus	NEW	**293.00**
Queen bedroom unit Refurb Plus	NEW	**314.00**
King unit (single tenant)	NEW	**297.00**
King unit	NEW	**325.00**
Garages	13.80	**14.30**
Carports	8.00	**8.30**

9. Environmental Services — Registration of premises and associated licences

		Current 2025/2026	Proposed 2026/2027
		$	$
	Food Act 2014		
9.1	Application fee for Registrations, Renewal or Amend template food control plans (fee plus hourly rate after one hour)	275.00	**284.00**
9.2	Application fee for Registrations, Renewal or Amend food business in a national programme (fee plus hourly rate after one hour)	210.00	**217.00**
9.3	Quality Assurance Accreditation per FCP or NCP	210.00	**217.00**
9.4	Application fee for Exemption from Registration (fee plus hourly rate after one hour)	275.00	**284.00**
9.5	Verification inspection and audit per hour	210.00	**217.00**
9.7	Review of Improvement Notice by FSO per hour	210.00	**217.00**
9.9	Compliance and monitoring per hour	210.00	**217.00**
9.10	Issue of Improvement Notice by FSO (fee plus hourly rate after one hour)	210.00	**217.00**
9.11	Application for review of improvement notice (fee plus hourly rate after one hour)	210.00	**217.00**
9.12	Application/issue of compliance notice/order (fee plus hourly rate after one hour)	210.00	**217.00**
9.13	Hourly charge out rate (including inspection and reporting)	210.00	**217.00**
9.14	**MPI Food Operator Levies (from 1 July 2025)**		
	MPI Food premises levy, including collection fee	78.77	**111.84**
9.15	Travel charge IRD rate per km	1.04	**1.17**
	Other premises (annual fee)		
9.21	Offensive trades	275.00	**284.00**
9.22	Waste handling Licence	275.00	**284.00**
9.23	Camping grounds	300.00	**310.00**
9.24	Funeral Directors	300.00	**310.00**
9.27	Additional inspection (per inspection) and reporting fee (hourly rate)	210.00	**217.00**
9.29	Transfer fee (change of ownership of premises) includes inspection	210.00	**217.00**
9.30	Hourly rate for inspection and reporting	210.00	**217.00**
	Planning and Building Compliance Certificate - Sale and Supply of Alcohol Act 2012		
	Application for Planning and Building Compliance Certificates Section 100f Sale and Supply of Alcohol Act 2012	165.00	**170.00**
	Inspections for Building Compliance Certificates (per hour)	165.00	**170.00**

9. Environmental Services — Registration of premises and associated licences (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Noise Complaints		
After-hours attendance fee by noise control to a verified noise complaint at a recidivist issue address	132.00	**165.00**
Illegal Signage		
Attendance to deconstruct and remove illegal signage	220.00	**227.00**
Return of signage to owner	95.00	**98.00**
Resource Consent Monitoring and Compliance		
Resource Consent Conditions Monitoring and Enforcement - Compliance Officer site visits per hour	210.00	**217.00**
RMA Complaint Investigations, at cost when a breach is identified (per hour)	210.00	**217.00**
RMA Compliance Administration, actual cost, hourly rate (minimum charge 30 minutes)	210.00	**217.00**
Class 4 Venue Licence Application (Gambling Machines)		
Application and hearing fee deposit	1,000.00	**1,000.00**
Plus any additional costs (per hour)	210.00	**217.00**
Based on Risk Weighting for each premise – Set by Regulations 4-13 of the Sale and Supply of Alcohol Act 2012		
Very low		
Application fee	368.00	**368.00**
Annual fee	161.00	**161.00**
Low		
Application fee	609.50	**609.50**
Annual fee	391.00	**391.00**
Medium		
Application fee	816.50	**816.50**
Annual fee	632.50	**632.50**
High		
Application fee	1,023.50	**1,023.50**
Annual fee	1,035.00	**1,035.00**
Very High		
Application fee	1,207.50	**1,207.50**
Annual fee	1,437.50	**1,437.50**

9. Environmental Services — Registration of premises and associated licences (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Other Application Types		
Manager's Certificate application	316.25	**316.25**
Temporary Authority (section 136(2)	296.70	**296.70**
Temporary licence (section 74)	296.70	**296.70**
Appeal to ARLA	517.50	**517.50**
Extract of register (ARLA or DLC)	57.50	**57.50**
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)	632.50	**632.50**
Special Licence—risk based fee structure		
Class 1 – a large event (400+ people), or more than 3 medium events (100-400 people), or more than 12 small events (fewer than 100 people)	575.00	**575.00**
Class 2 – 1-3 medium events (100-400 people), or 3-12 smaller events (fewer than 100 people)	207.00	**207.00**
Class 3 – 1 or 2 small events (fewer than 100 people)	63.25	**63.25**
Public notification fee	90.00	**90.00**

10. Rubbish bags and office charges

		Current 2025/2026	Proposed 2026/2027
		$	$
10.1	**Plastic Bags**		
	Single Bag Sales	4.00	**4.10**
	Bundles of 5	20.00	**20.50**
	Bundles of 10	40.00	**41.00**
	Pack of 25 (retail price)	97.50	**100.00**
	Wholesale price to supermarkets per bag	3.80	**3.90**
	Wholesale price to supermarkets per pack of 25 bags	95.00	**97.50**
10.2	**Bokashi Compost-Zing**		
	10 litre system – bucket set only	40.00	**41.30**
	10 litre system – starter kit (bucket set and 1 bag Compost-Zing)	48.00	**49.50**
	15 litre system – bucket set only	42.00	**43.50**
	15 litre starter kit (bucket set and 1 bag Compost-Zing)	50.00	**51.50**
	1kg bags Compost-Zing	9.00	**9.30**
	Ensopet – Pet Waste Composting Kit	57.00	**59.00**
	Ensopet Starter Mix (1.2kg bag)	11.00	**11.50**
10.3	**Kerbside Wheelie Bins**		
	Enhanced Organics Service (additional 240L organics bin by arrangement in areas other than Ohoka/Mandeville/Swannanoa)	188.60	**194.60**
	Enhanced Service (additional 140L rubbish bin for education centres only)	160.10	**165.90**
	Enhanced Service Recycling 240L Bin	78.50	**78.50**
	Joining the Rubbish collection during the year		
	80L bin (fee pro rata during year)	119.60	**124.60**
	140L bin (fee pro rata during year)	160.10	**165.90**
	Joining the Organics Collection during the year		
	80L bin (fee pro rata during year)	98.20	**101.30**
	140L bin (fee pro rata during year)	133.10	**137.30**
	240L bin (fee pro rata during year)	188.60	**194.60**
	Wheelie Bin Replacement		
	Bin replacement 240L	164.00	**169.00**
	Bin replacement 140L	153.95	**159.00**
	Bin replacement 80L	140.00	**144.50**

10. Rubbish bags and office charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Bin Swap - Upsize/Downsize		
Upsize 80L to 140L rubbish bin	40.50	**41.30**
Upsize 80L to 140L organics bin	34.90	**36.00**
Upsize 80L to 240L organics bin	90.40	**93.30**
Upsize 140L to 240L organics bin	55.50	**57.30**
Downsize Bin	Free	**Free**
Delivery or removal charges		
Return of Confiscated Bin	158.50	**160.90**
Delivery Charge (per bin delivered)	20.00	**20.60**
Maximum Delivery Charge	40.00	**41.20**
Note: The delivery charge is waived where there is a change in the level of bin service within three months of possession date in a change of property ownership.		
Other Charges		
Child Car Seats (Waimakariri District residents providing proof-of-address)	12.50	**12.50**
Child Car Seats (no proof-of-address)	35.00	**35.00**
Bin Hitch	20.00	**21.00**
Bin Latch/Bin Clip (Waimakariri District residents)	Free	**Free**
Bin Latch/Bin Clip (non-Waimakariri District residents)	New	**5.00**
Waste Operator Licence Fees		
Fee if already required to obtain Offensive Trade Licence from Council	50.00	**52.00**
Fee if not required to obtain Offensive Trade Licence	234.50	**242.00**
Photocopies		
Black and white per copy A4	0.20	**0.20**
Black and white per copy A3	0.40	**0.40**
Colour copy per sheet A4	2.00	**2.00**
Colour copy per sheet A3	4.00	**4.00**
IM Scammer/Printer		
A2 copies	6.00	**6.00**
A1 copies	8.00	**8.00**
A0 copies	10.00	**10.00**

11. Library fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Reserves – Adults		
Best sellers – for seven days	4.00	**4.00**
Extended loan charges		
Best seller books – per day, after 2 days	1.00	**1.00**
Adult DVDs, Music CDs, per day (maximum of $12 per item)	0.30	**0.30**
Inter Loans		
Per item requested	12.00	**12.00**
Can be additional charge if the lending library charges for the service.		
Photocopying and Printing		
Black and white copy per sheet A4	0.20	**0.20**
Black and white copy per sheet A3	0.40	**0.40**
Colour copy per sheet A4	2.00	**2.00**
Colour copy per sheet A3	4.00	**4.00**
Replacement Membership Cards		
Adults and children	2.00	**2.00**
If worn out through normal use – no charge.		
Laminating		
A5 per sheet	1.00	**1.00**
A4 per sheet	2.00	**2.00**
A3 per sheet	3.00	**3.00**
Subscription Fees for Out of District Borrowers		
Six-month subscription flat fee	70.00	**70.00**
Subscription charged in addition to any other charges.		

12. Official Information Request fees

	Current 2025/2026	Proposed 2026/2027
	$	$
For requests for information under the Local Government Official Information and Meetings Act 1987		
Staff Time		
Time spent actioning the request in excess of one hour:		
• For the first chargeable half-hour or part thereof	38.00	**38.00**
• Then for each half-hour thereafter	38.00	**38.00**
All other costs to obtain or supply the information. The amount actually incurred in responding to the request. Governance Manager's discretion to determine full cost recovery	Actual Cost	**Actual Cost**
Deposits		
A deposit may be required where the charge is likely to exceed $100 or where some assurance of payment is required to avoid waste of resources. The Governance Manager has discretion to determine the deposit required.		
Copying/Photocopying (per copy)		
A4	0.20	**0.20**
A3	2.00	**2.00**
A2	3.50	**3.50**
A1	6.50	**6.50**
A0	10.50	**10.50**
Scanning for hard copy conversion		
1-20 single-sided A3 and A4 pages	27.40	**27.40**
21-40 single-sided A3 and A4 pages	29.50	**29.50**
41-60 single-sided A3 and A4 pages	33.50	**33.50**
61-80 single-sided A3 and A4 pages	37.90	**37.90**
81-100 single-sided A3 and A4 pages	42.00	**42.00**
101-150 single-sided A3 and A4 pages	49.50	**49.50**
Each 100 sheets or part thereof over 100	70.50	**70.50**
Larger than A3		
1-20 single-sided pages	27.50	**27.50**
21-40 single-sided pages	37.90	**37.90**
41-60 single-sided pages	59.00	**59.00**
61-80 single-sided pages	80.00	**80.00**
81-100 single-sided pages	100.00	**100.00**
101-150 single-sided pages	138.00	**138.00**
Each 100 sheets or part thereof over 100	160.00	**160.00**

12. Official Information Request fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Aerial Photographs		
A4	18.50	**18.50**
A3	26.00	**26.00**
A2	37.00	**37.00**
A1	47.00	**47.00**
A0	84.00	**84.00**
Material loaded onto Pen Drive or CD	10.00	**10.00**

13. Stock impounding fees

	Current 2025/2026	Proposed 2026/2027
	$	$
All horses per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every deer per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every donkey per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
All cattle per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
All sheep per head	16.50	**17.00**
Sustenance per head per day	11.00	**11.50**
Every goat per head	22.00	**22.50**
Sustenance per head per day	16.50	**17.00**
All pigs per head	27.50	**30.00**
Sustenance per head per day	11.00	**11.50**
Every emu or ostrich	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every llama or alpaca	27.50	**30.00**
Sustenance per head per day	16.50	**17.00**
Second and subsequent impounding of any stock belonging to **the same owner** within 12 months	Double the above fee	**Double the above fee**

13. Stock impounding fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Notice to owner of impounded stock		
Writing and delivering any notice or sending any notice by post	Actual cost	**Actual cost**
Inserting any notice in one or more newspapers – in addition to the actual cost of insertion	Actual cost	**Actual cost**
Charges for leading, driving or conveying stock		
The owner of any stock that is found trespassing, straying or wandering on any road shall pay to the Council or person having custody of the stock all reasonable costs incurred in leading, driving or conveying the stock from the place where it is found to the pound or to the place where it is delivered to the owner. Charges may include:	Actual cost if greater than minimum charge of 165.00	**Actual cost if greater than minimum charge of 170.00**
• Actual staff time involved in leading, driving or conveying stock to a pound (per hour); and	165.00	**170.00**
• Where stock is conveyed by any vehicle, the reasonable cost of that conveyance, including the dispatch of the vehicle to the place where the stock is found and the return of the vehicle to the place of dispatch		
- Travel charged per kilometre	1.04	**1.17**
- The cost of the conveyance may also include the hire of a vehicle and/or trailer	Actual cost	**Actual cost**
- Animal Management Contractor or staff call out fee per hour or part thereof	165.00	**170.00**
- Minimum charge	165.00	**170.00**
- Inspections to investigate nuisance complaints re animals and stock (not dogs) per hour	165.00	**170.00**

14. Swimming pools

		Current 2025/2026	Proposed 2026/2027
		$	$
14.1	**General Admission**		
	Adult	7.60	**7.80**
	Child	4.30	**4.40**
	Parent and Preschooler	4.80	**5.00**
	Adult - Community Services Card	5.80	**6.00**
	Family 1 Adult + 1 Child	9.30	**9.60**
	Family 1 Adult + 2 Children	12.30	**12.70**
	Family 2 Adults + 1 Child	15.40	**15.90**
	Family 2 Adults + 2 Children	18.60	**19.20**
	Additional Child with Family	3.10	**3.20**
	Shower only	3.80	**3.90**
	Home School and School Student Recreation Swim (during term time and school hours)	2.40	**2.50**
14.2	**Memberships**		
	Standard - 3 months	202.40	**208.90**
	Standard - 6 months	349.40	**360.60**
	Standard - 12 months	601.00	**620.20**
	Community Services Card (CSC) - 3 months	151.90	**156.80**
	Community Services Card - 6 months	262.10	**270.50**
	Community Services Card - 12 months	450.80	**465.20**
	Platinum 3 months	300.50	**310.10**
	Platinum 6 months	484.50	**500.00**
	Platinum 12 months	815.60	**841.70**
	Platinum CSC 3 months	225.40	**232.60**
	Platinum CSC 6 months	363.20	**374.80**
	Platinum CSC 12 months	611.60	**631.20**

14. Swimming pools (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
14.3	**Concession Cards**		
	10 Swim Child	39.30	**40.60**
	20 Swim Child	73.50	**75.90**
	50 Swim Child	171.70	**177.20**
	10 Swim Adult	69.30	**71.50**
	20 Swim Adult	129.80	**134.00**
	10 Swim Adult - CSC	52.10	**53.80**
	20 Swim Adult - CSC	97.40	**100.50**
	Family 1 Adult + 2 Children (10 swims)	116.50	**120.20**
	Family 2 Adults + 2 Children (10 swims)	159.60	**164.70**
	Family 1 Adult + 2 Children (20 swims)	208.60	**215.30**
	Family 2 Adults + 2 Children (20 swims)	294.30	**303.70**
	Parent and Preschooler (10 swim)	43.70	**45.10**
	Parent and Preschooler (20 swim)	82.60	**85.20**
14.4	**Aquarobics**		
	Aquarobics Casual Adult	11.10	**11.50**
	Aquarobics Casual CSC	8.40	**8.70**
	Aquarobics Adult 10	98.00	**101.10**
	Aquarobics Adult 20	177.90	**183.60**
	Aquarobics CSC 10	73.50	**75.90**
	Aquarobics CSC 20	133.50	**137.80**
14.5	**Learn to Swim**		
	Weekly - Adult	14.40	**14.90**
	Weekly - Preschool	14.40	**14.90**
	Weekly - School aged	14.40	**14.90**
	Weekly - Individual	28.70	**29.60**
	Weekly - Shared per child	18.00	**18.60**
	Weekly - Shared per lesson	36.10	**37.30**
	Home school and school student	3.50	**3.60**
	Weekly - Development & Multi squads	12.00	**12.40**

14. Swimming pools (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Weekly - Multiple day Development Squad and Multi Squad	10.50	**10.80**
Weekly - Junior Masters	8.90	**9.20**
Monthly - Mini Comp 3 days	94.60	**97.60**
Monthly - Mini Comp 4 days	100.50	**103.70**
Monthly - Mini Comp 5 days	106.50	**109.90**
Monthly - Mini Comp Gold	119.70	**123.50**
Monthly - Division Two	137.50	**141.90**
Monthly - National Age Group	182.90	**188.80**
14.6 Masters		
Adult	9.60	**9.90**
Adult – Community Services Card (CSC)	8.40	**8.70**
20 Swim Concession	143.50	**148.10**
20 Swim Concession CSC	119.60	**123.40**
Masters 3 months	219.80	**226.80**
Masters 6 months	439.60	**453.70**
Masters 12 months	879.40	**907.50**
Masters CSC 3 months	198.00	**204.30**
Masters CSC 6 months	395.40	**408.10**
Masters CSC 12 months	791.40	**816.70**
14.7 Hire		
Lane per hour	24.50	**25.30**
Facility hire per hour (Dudley)	306.60	**316.40**
Facility hire per hour (Kaiapoi)	275.90	**284.70**
Facility hire per hour (Oxford	245.30	**253.10**
Inflatable hire	36.20	**37.40**
Hire Togs	3.00	**3.10**
Hire Towel	1.40	**1.50**
Little Swimmers	3.00	**3.00**

15. Property information fees

	Current 2025/2026	Proposed 2026/2027
	$	$
LIM fees		
Residential (electronic)	255.00	**263.00**
Residential (hard copy)	315.00	**325.00**
Commercial (electronic) up to 4 hours processing	372.00	**384.00**
Commercial (hard copy) up to 4 hours processing	420.00	**434.00**
Hourly rate (commercial more than 4 hours processing) per hour	80.00	**83.00**
Searching Property Files		
Drainage Plans	Free	**Free**
Record of Title Search	17.00	**17.00**
Residential property file	15.00	**15.00**
Commercial property files	45.00	**45.00**
Transfer of property file information	Free	**Free**
Share file (preferred method of information transfer)	Free	**Free**
Email under 12Mb in size	Free	**Free**
USB Drive	15.00	**15.00**
Building Statistics		
Supply of a single copy of the monthly building consent register		
Per month	19.00	**19.00**
Per year	170.00	**170.00**

16. Resource Management fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Land Use Planning Activity Fees		
Non-notified Land Use Consents		
Boundary Activities and Marginal/Temporary Activities *This relates to a setback/recession plane breach from a neighbouring property, or a marginal or temporary infringement. Please check with the Duty Planner prior to applying for this type of consent.*	550.00 Fixed fee	**570.00 Fixed fee**
Land Use (Minor) *i.e. Setback to boundaries, breach of recession plane(s), site coverage, signage, all vehicle crossings.*	1,000.00 Fixed fee	**1,050.00 Fixed fee**
Land Use (Complex) *i.e. Earthworks, second dwellings, retail activities, Comprehensive Residential Developments (CRD), structures in localised flooding area, setbacks to waterways, plantation forestry, natural hazards, site contamination.*	2,500.00 Deposit At cost	**2,500.00 Deposit At cost**
Related Land Use Consent Fees		
Time extension for Land use consent (Section 125)	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Variation of Land use consent (Section 127)	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Objection to decision of Land Use consent (Section 357)	Free	**Free**
Certificate of Compliance (Section 139)	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Outline Plan (Section 176A)	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Outline Plan Waiver Request	Free	**Free**
Existing Use Certificate (Section 139A)	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Pre Hearing meeting	At Cost	**At Cost**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Subdivision Planning Activity Fees		
Subdivision Application *For any subdivision application, by way of boundary adjustment, undertaken in any zone with NO new lots being created (and includes applications to covert cross lease titles to fee simple).*	3,000.00 Deposit At cost	**3,000.00 Deposit At cost**
For any non-notified subdivision application, undertaken in any zone, creating one or more new lots	5,000.00 Deposit At cost	**5,000.00 Deposit At cost**
Combined Subdivision & Land Use Application *For any non-notified subdivision and land use consent application, relating to the same property, and lodged together, creating one or more new lots*	5,500.00 Deposit At cost	**5,500.00 Deposit At cost**
Notified Consents (Public or limited Notification) *For any Notified subdivision or land use consent application (additional deposit)*	5,000.00 Deposit At cost	**5,000.00 Deposit At cost**
Note: The notification charge above of $5,000 (deposit) is over and above the deposit paid at time of lodgement of the application. All disbursements and hearing costs associated with the notification of an application will be charged at cost on a monthly invoice basis.		
Pre Hearing meeting	At Cost	**At Cost**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Related Subdivision Consent Matters		
Update of an Existing cross-lease plan	1,000.00 Fixed fee	**1,050.00 Fixed fee**
Extension of time for Subdivision consent (Section 125)	1,000.00 Fixed fee	**1,050.00 Fixed fee**
Variation of Subdivision consent (Section 127) and/or S.221 variation to a consent notice	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Objection to decisions of Subdivision Consent (Section 357)	Free	**Free**
Preparation and signing of Revocation Certificate (cancellation of consent notices, amalgamation etc)	400.00 Fixed fee	**415.00 Fixed fee**
Preparation & signing of other Certificates (ie. S.239, S.243)	400.00 Fixed fee	**415.00 Fixed fee**
Additional S.223 certification (as in staged subdivisions) or re-certification of any certificated s.223 plans	400.00 Fixed fee	**415.00 Fixed fee**
Additional S.224 (c) Certificates(as in staged subdivisions) or re-certification of any previously signed S.224(c) Certificates	400.00 Fixed fee	**415.00 Fixed fee**
Preparation & signing of first s.221 Consent Notice	95.00 Fixed fee	**100.00 Fixed fee**
Preparation & signing of all subsequent S.221 Consent notices (per notice)	55.00 Fixed fee	**60.00 Fixed fee**
Documents for execution by Council and not listed above (including all A and I instrument signing, easement documentation, link strip agreements etc)	400.00 Fixed fee	**415.00 Fixed fee**
Property Numbering Charge	100.00 Per lot	**105.00 Per lot**
Plus fee for each additional lot thereafter	6.00 Fixed fee	**6.50 Fixed fee**
(Note: this fee is invoiced after S.223 plan has been signed)		
Planning – Other legislation		
S.348 Right of way approval consent application (when not part of subdivision). This fee includes the signing of the certificate on Landonline.	1,000.00 Fixed fee	**1,050.00 Fixed fee**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Delegations/Plan Changes		
For Designations and Plan Changes (privately initiated) following payment of the relevant deposit, the Council will invoice for the additional charges at cost on a monthly basis and may stop work on the application until such time as the relevant invoices have been paid.		
Plan Changes (deposit then additional charges at cost)	10,000.00 Deposit At cost	**10,000.00 Deposit At cost**
Notice of Requirement for designations	At Cost	**At Cost**
Extension for alteration to a designation	At Cost	**At Cost**
Flood Assessment Certificates		
Flood Assessment (Minimum Floor Level) Certificate	200.00 Fixed fee	**460.00 Fixed fee**
Additional Charges & Hourly Rates		
Processing of any land use or subdivision application, and any additional charges applying to any other planning application listed above and to pre-application advice and subdivision innspections, will be charged as per the following rates:		
• Unit Manager and Reporting Officers per hour	210.00	**217.00**
• Administration Officers (clerical support) per hour	130.00	**135.00**
• Other Council staff (ie. Traffic Engineers) per hour	210.00	**217.00**
• External reports and peer reviews, commissioned by the Council (ie traffic engineering, urban design, noise assessments).	At cost	**At cost**
• Commissioners hearing related costs	At cost	**At cost**
Disbursements		
Postage/courier costs	At cost	**At cost**
Photocopying and/or Printing (per A4 copy)	At cost	**At cost**
Public Notices (Newspaper advertisements)	At cost	**At cost**
Scanning	At cost	**At cost**
Site Visits (Time and mileage)	At cost	**At cost**
Hearing related charges	At cost	**At cost**
Requests for Reduction of Fees		
In special circumstances, applicants may request a waiver from the Facilities and Consents Fee Waiver Sub Committee. Any such request shall be made in writing on the appropriate application form and will be considered by the Facilities and Consents Fee Waiver Sub Committee.		
Additional Invoicing		
For any Resource Consent officially received by the Council, and then withdrawn by the applicant, the Council will charge for the time spent setting up and/or processing the consent to the stage of it being withdrawn. This will be charged at the hourly rate set out in this schedule.		

17. Council Property Charges

	Current 2025/2026 $	Proposed 2026/2027 $
Miscellaneous Approvals Consents		
Includes consents and land/legal title investigations and approvals for neighbouring properties or the general public e.g. Resource and building consents and "limited as to parcels" approvals.		
Hourly rate (with discretion applied by Property Unit Manager)	150.00	**150.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Easements, Assignment and other Contractual Approvals		
Where allowed for under contract or legislation, charges or approvals for assignment of leases, licences, easements and other legal approvals (e.g. road stopping on behalf of third parties).		
Hourly rate (with discretion applied by Property Unit Manager)	150.00	**150.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Licence to Occupy a Road Reserve		
For non-grazing purposes (such as infrastructure services e.g. Water supply, stock crossings/ underpasses) rent to be assessed by independent valuation or by negotiation where values are anticipated to be low (below $1,000 per year) at the discretion of the Property Unit Manager.		
Initial one-off fee to set up a licence to occupy	250.00	**250.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Rural Grazing Leases and Licences		
(a) Non-refundable establishment charge for each new lease and licence application (excludes existing lease/licence holders)	250.00	**250.00**
(b) Minimum annual rental for all new leases and licences, subject to (c) below (excludes existing lease/licence holders)	300.00	**300.00**
(c) Agreements will be gross leases/licences that account for holding costs such as rates and will be set at the higher of the minimum rent (above) or an annual valuation of various land classes applied on a per hectare basis. Rental may be reduced by negotiation based on site-specific issues or at the discretion of the Property Unit Manager.	Site specific negotiation	**Site specific negotiation**

18. 3 Waters Contributions and Charges

	Current 2025/2026 $	Proposed 2026/2027 $
Please refer to: Development Contributions Policy		
Water Service Connection Fees		
Water Supply Group A (Rangiora, Kaiapoi, Woodend, Tuahiwi, Pegasus, Pines/Kairaki, Waikuku, Cust) Basic Connection Cost (2.0m or less lateral length, unimproved service).		
15mm or 20mm supply	4,372.00	**4,372.00**
>20mm supply	Actual cost	**Actual cost**
Extra rate per metre or part, for service pipe longer than 2m	Actual cost	**Actual cost**
Surface Reinstatement		
Concrete per square metre	Actual cost	**Actual cost**
Seal per square metre	Actual cost	**Actual cost**
Hot Mix per square metre	Actual cost	**Actual cost**
Inspection fee (where required)	Actual cost	**Actual cost**
Water Supply Group B (Oxford Urban, Garrymere, West Eyreton, Poyntzs Road, Oxford RWS#1, Oxford RWS#2, Summerhill, Ohoka, Fernside, Mandeville) Basic Connection Cost (2.0m or less lateral length, unimproved service).		
15mm supply	4,410.00	**4,410.00**
Extra rate per metre or part, for service pipe longer than 2m	Actual cost	**Actual cost**
Surface Reinstatement		
Concrete per square metre	Actual cost	**Actual cost**
Seal per square metre	Actual cost	**Actual cost**
Hot Mix per square metre	Actual cost	**Actual cost**
Inspection fee (where required)	Actual cost	**Actual cost**
Restrictor change-out charge	437.00	**437.00**
Quick Fill of Private Water Tanks		
Monday–Thursday (8am–3pm)	385.00	**385.00**
Friday–Sunday (8am–3pm)	605.00	**605.00**
Any time on a public holiday or on a day that a public holiday is observed and after hours (3pm–8am) on other days	605.00	**605.00**

18. 3 Waters Contributions and Charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Trade Waste Charges		
Flow per m^3	$0.95	**$0.95**
Biochemical Oxygen Demand (BOD) per kg	$0.65	**$0.65**
Suspended Solids (SS) per kg	$0.50	**$0.50**
Refer Wastewater Bylaw 2015.		
Relocation of Water Toby at Owner's Request	Actual cost	**Actual cost**
Installation of Backflow Preventor in accordance with the Backflow Prevention Policy	Actual cost	**Actual cost**
Damage or tampering with a water restrictor, investigation and repair of damage (in addition to any fine under S242(4) Local Government Act 2002	Actual cost	**Actual cost**
Repair of damage to any part of Council infrastructure to be recovered from the person or organisation that caused the damage	Actual cost	**Actual cost**
Rangiora Septage Facility		
Fees will apply from when septage facility becomes operational.		
Disposing of domestic septage waste per m^3	55.00	**55.00**
Application for approval to dispose of domestic septage waste at the Rangiora facility	300.00	**300.00**
Pollution Prevention Plan (Drainage)		
Stormwater Discharge Approval Activity Fees		
Medium Risk (Minor) – Discharge from a site with activity defined as medium risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.		
Deposit (includes one hour pre-lodgement meeting	600.00	**600.00**
Fee	Actual cost	**Actual cost**
High Risk (Complex) Discharge from a site with activity defined as high risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.		
Deposit (includes one monitoring visit and one hour pre-lodgement meeting)	1,500.00	**1,500.00**
Fee	Actual cost	**Actual cost**
Related Stormwater Discharge Approval Fees		
Time extension for Stormwater Discharge Approval	300.00	**300.00**
Variation of Stormwater Discharge Approval		
Deposit	300.00	**300.00**
Fee	Actual cost	**Actual cost**
Objection to decision of Stormwater Discharge Approval	Free	**Free**

18. 3 Waters Contributions and Charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Additional Charges and Hourly Rates		
Processing of any Stormwater Drainage Approval application, and any additional charges applying to any other application listed above will be charged as per the following rates.		
Unit Manager and Reporting Officers, hourly rate	169.00	**169.00**
Administration Officers (Clerical Support), hourly rate	92.70	**92.70**
Compliance and Enforcement Officers, hourly rate	169.00	**169.00**
Other Staff (ie 3 Waters)	169.00	**169.00**
External reports and peer reviews, commissioned by the Council	Actual cost	**Actual cost**

19. Kaiapoi Marine Precinct

	Current 2025/2026	Proposed 2026/2027
	$	$
Pontoon per annum		
Up to 10m berth per annum	2,620.00	**2,620.00**
Plus charge per month, per metre of length in excess of 10m	44.00	**44.00**
Pile moorings per annum		
Up to 10m berth per annum	1,572.00	**1,572.00**
Plus charge per month, per metre of length in excess of 10m	44.00	**44.00**

20. Roading fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Stock Crossings		
Stock crossing permit – per stock crossing	766.00	**790.00**
Vehicle Crossing Applications and Inspections		
Standard vehicle entrance application	232.00	**239.50**
Standard vehicle crossing application fee for retrospective applications (where work has commenced before the application is made). For applications that do not comply with the Vehicle Crossing Bylaw	294.00	**303.50**
Standard vehicle crossing re-testing fee (where an onsite test fails and clearly would not have passed)	115.70	**120.00**
Temporary Traffic Management, Corridor Accessway Requests (CAR) and Inspections		
Traffic Management Plan (TMP)	103.00	**106.30**
TMP Extension/Road Space Booking (Road space booking only applies where a global excavation CAR has been issued.)	25.80	**26.60**
Generic TMP (A 12 month TMP to cover works where fairly generic activities are being undertaken.)	310.00	**320.00**
Minor Excavation Corridor Access Request (Works are to be less than 3 linear metres in any one direction or works must be completed within 10 working days.)	155.00	**160.00**
Major Excavation Corridor Access Request (Works are greater than 3 linear metres in any one direction or will take more than 10 working days to complete.)	310.00	**320.00**
Project Excavation Corridor Access Request (Works exceeding 10 working days in duration and all subdivisions.)	620.00	**640.00**
Global Excavation Corridor Access Request (A generic inspection CAR for minor mobile works.)	1,550.00	**1,600.00**
Re-Inspections (Inspection of non-conformance or non-approved traffic management plan or methodology.)	103.00	**106.30**
Non-approved works within the road reserve (Where non-approved work is being undertaken and a contractor is removed from site due to the site being dangerous, or they do not have an approved TMP, or there are no qualified staff onsite.)	878.00	**907.00**

20. Roading fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Royalties on shingle		
Per cubic metre, loose measure from Council pits used for Council works	2.00	**2.00**
Overweight Vehicle Permit Fees		
Maximum permitted in Heavy Motor Vehicle Regulations		
Single, Multiple Trip, or linked permit (3 or more days for processing)	20.00	**21.00**
Single, Multiple Trip, or linked permit (less than 3 days for processing)	30.00	**31.00**
Continuous Permit (3 or more days for processing)	60.00	**62.00**
Continuous Permit (less than 3 days for processing)	70.00	**72.00**
Renewals – Continuous Permit (3 or more days for processing)	10.00	**10.50**
Renewals – Continuous Permit (less than 3 days for processing)	20.00	**21.00**
Abandoned Cars		
Recovery fee per vehicle (Where a vehicle is abandoned the cost of recovery, including administration charges, sits with the owner.)	Full cost recovery	**Full cost recovery**
Road Closure		
Advertising for a road closure	Full cost recovery	**Full cost recovery**
Roadside Grazing		
Roadside Grazing Permit	60.00	**62.00**

22. Rangiora Airfield

	Current 2025/2026	Proposed 2026/2027
	$	$
22.1 Ground rental for hangars per square metre		
Under review in new lease agreements.		
22.2 Landing Fees per day	12.00	**12.00**
22.3 Aircraft Parking Fees per day	12.00	**12.00**

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	FIN-01 / GOV-01-11 / 260512113785
REPORT TO:	COUNCIL
DATE OF MEETING:	26 May 2026
AUTHOR(S):	Paul Christensen, Finance Manager
SUBJECT:	Budgeted Carry Forwards from 2025-26 to 2026-27 Financial Year
SIGNED BY: **(for Reports to Council, Committees or Boards)**	General Manager / Chief Executive

1. SUMMARY

This report contains a list of projects and capital works which have either not commenced or will not be completed this financial year. Approval is required to include these projects into the 2026-27 budget (the third year of the 2024-34 Long Term Plan). The cost of completing the projects listed will be met either by credit balances carried forward, reserve fund transfers or by loan funding.

It is intended that the budget carry forwards be approved as part of the 2026-27 Annual Plan process, but the actual carry forwards will be made after the 30 June 2026 accounts have been completed and the actual expenditure situation for each project is known.

Attachments:

i. Schedule of Proposed Carry Forwards from 2025-26 to 2026-27 (260513114645)

2. RECOMMENDATION

THAT the Council:

(a) **Receives** report No. 260515112785

(b) **Adopts** the carry forwards as listed (260513114645) for inclusion in the 2026-27 Annual Plan.

(c) **Notes** the rates impact of the carry forwards is to reduce rates by an estimated 0.17% in 2026-27.

3. BACKGROUND

3.1. Not applicable

4. ISSUES AND OPTIONS

4.1. This report identifies the projects included in the 2025-26 budget which will not be completed by 30 June 2026.

Rationale has been provided for each project explaining the reason why the carry forward has been requested.

4.2. Rates may be affected in outer years to a minor extent, due to the expenditure relating to loan repayments. The cost of completing the projects listed will be met either by credit balances carried forward, reserve fund transfers or by loan funding.

4.3. A project is normally capitalised when it is fully completed. Therefore, in most cases the full budget needs to be carried forward together with the actual amount that has been spent to 30

June. Projects that will be partially capitalised as at 30 June 2026 will only have the unspent portion carried over. If a project is overspent but continues into the next financial year, only the Council approved budget will be carried forward. Capital projects that have already been included/re-budgeted in the 2026-27 Annual Plan will not be included on the carry forward list.

4.4. Operational expenditure will only be carried over if there is sufficient operational expenditure surplus in the account. If there is not, a separate report is required to be approved by Council. The carry over requirements for operational budgets this year are

- $298,120 in total for the new Council Enterprise Software project.
- $1,040,730 Wastewater Allowance for removal of sludge from Infiltration wetland, and sludge testing.

4.5. Council's projected expenditure on infrastructure capital as at 30 June 2026 is expected to be $56.69m.

4.6. Additional carry forwards requested (capital projects) for the current year are summarised below:

Category	Budget for Projects to carry forward $mill	Anticipated expenditure to 30 June 2026 $mill	Anticipated capitalised /expensed portion $mill	Unspent portion $mill	Amount to be carried forward $mill	Number of Projects
Water	2.2	1.1	0	1.1	2.2	7
Wastewater	3.7	2.2	0	1.6	3.7	15
Drainage	5.3	2.8	0	2.4	5.3	25
Roading	5.2	3.0	2.6	2.2	2.6	28
Recreation	15.6	5.0	3.0	10.5	12.6	44
Solid Waste	1.0	0.4	0.0	0.6	1.0	12
Earthquake	1.2	0.8	0.4	0.4	0.7	5
Others	12.1	6.7	6.7	3.8	3.8	15
Totals	**46.3**	**22.1**	**12.7**	**22.7**	**31.9**	**151**

4.7. The rates impact of the carry forwards is to reduce rates by an estimated 0.17% in 2026-27. This is summarised in the schedule of proposed carry forwards attached to this report.

4.8. Some projects carried forward are not funded by loans. They are funded by renewal funds, reserves, subsidies, or external income. As a result, the relevant carry forwards will not have any impact on rates.

4.9. Significant carry forwards of each category are summarised below:

Capital budget

4.9.1. Roading

Signs Renewal – Budget $0.6m Anticipate Expenditure $0.5m.
Delivered through the district roading maintenance contract.

School Safety Improvements - Budget $1.0m Anticipated Expenditure $0.4m
Contract awarded to HMI for electronic signage, and to Corde for static signage.

Drainage Renewals - K & C - Budget $.9m Anticipated Expenditure $0.6m
Contract progressing slowly with contractor methodology having changes (removal of sub-contractors to be self-delivered) as a result of the significant cost increases due to war in Iran. The change in methodology has resulted in this project being delayed.

Lees Valley Willow Walls- Budget $.9m Anticipated Expenditure $0.6m
Corde underway with the culvert renewals to improve resilience of Lees Valley Rd. Showing a "delay" to carry over unspent budget.

4.9.2. Water

Merton Road and Priors Water Servicing – Budget $0.9m Anticipated Expenditure $0.3m.
Stage 2 external works - construction ongoing. Stage 2 internal works - design completed, construction scheduled for September 2026.

Northbrook Rd Boost Main - Stage 2 – Budget $0.3 m Anticipated Expenditure $0.1m.
Construction delayed due to clashes with other works in the area.

Woodend- Pegasus Water Scheme – Budget $0.5m Anticipated Expenditure $0.2m.
Initial Well was not successful. New well is required.

4.9.3. Wastewater

Pipeline Replacement – Budget $0.3m Anticipated Expenditure $0.2m.
Investigation ongoing. Draft strategy presented to U&R.

Merton Road and Priors Wastewater Servicing – Budget $0.9m Anticipated Expenditure $0.2m.
Stage 2 external works - construction ongoing. Stage 2 internal works - design completed.

Brick Kiln Lane Sewer Main Repair - Budget $0.3m Anticipated Expenditure $0.0m.
Remaining budget may require based on outcome of investigation work.

Woodend – Wastewater headworks renewals- Budget $0.4m Anticipated Expenditure $0.2m.
Work ongoing. Pump strategy approved. Some pumps have long lead times.

Kaiapoi WWTP Planting – Budget $0.3m Anticipated Expenditure $0.2m.
Harvesting (forestry) work underway. Budget to be carried over for planting and future maintenance during plant establishment.

Oxford Wastewater Treatment Plant Upgrade – Budget $0.4m Anticipated Expenditure $0.4m.

Additional work underway to consider National Wastewater Standards, onsite treatment issues as well as development options. Modelling being updated for EDSS study to inform capacity and costs.

4.9.4. Drainage

East Woodend Detention Pond 2.5Ha – Budget $0.6m Anticipated Expenditure $0.1m
The Petries Road Detention Basin upgrade will support ongoing development within the East Woodend ODA.The project is running in parallel with the Eders Road development to utilise fill from the detention ponds. Budget has been brought forward to enable construction to commence following tendering. There is a risk that construction may not be completed this financial year.

Box Drain Improvements – Budget $0.4m Anticipated Expenditure $0.3m.
Water treatment improvements for discharge into the Box Drain. Feasibility reports complete. Design RFP is out for tender with award in February 2026.

East Woodend Upgrade McIntosh Drain – Budget $1.5m Anticipated Expenditure $0.1m.
The upgrades are required to support the proposed development and associated urbanisation works. Design of the McIntosh Drain capacity upgrades is currently underway and is being delivered by an external consultant team, with construction to be managed by the developer. Construction has been delayed due to the developer's programme.

Mandeville Resurgence Channel Diversion/Upgrade – Budget $1.0m Anticipated Expenditure $1.0m.
Stage 1a contract awarded and construction is underway with completion in June or July. Remaining budget is for the design and construction of the Stage 1b works to be completed in 2026/27.

4.9.5. Recreation

Waikuku Camp Ablutions Block Replacement - Budget $0.3m Anticipated Expenditure $0.0m.
Camp improvements are no longer owned by WDC. Report to Council in early 2026 to propose re-allocation of budget to new water supply to Woodend Beach camp or township. High level options currently being assessed by PDU and will be covered in the report. Physical works now will not occur until 27/28 year.

Ashley Camp Renewals & Strengthening - Budget $0.3m Anticipated Expenditure $0.1m.
Works still to undertake on re-roofing and strengthening project this year. Some design already underway. Planned physical works in April. Any leftover budget would contribute to design elements of the proposed Water supply upgrades to the campground or township.

Toilet Renewals – Budget $1.2m Anticipated Expenditure $0.5m
This budget has 2 project locations- Ashley Picnic Grounds and Woodend Beach toilet renewals. Ashley Picnic Grounds toilet renewal is complete and operational. Woodend Beach toilet renewal is part of the Woodend Beach Recreation Facilities master plan. Consultation is complete, detailed designs are almost complete and tender documents are underway. Tender for the master project is expected to go out in May, construction will begin within this financial year and completed within the first quarter of the 2026/27 FY.

Roads & Carparks - Budget $0.8m Anticipated Expenditure $0.3m.
The Woodend Beach project is part of a master plan and is at the design and tender phase. It is expected this will be completed within the first half of the next FY. Waikuku Beach is

also part of a master plan which has been delayed due to external approvals, causing carryover.

Woodend Beach Domain - *Budget $0.4m Anticipated Expenditure $0.0m.*
This is the play space code for the Woodend Beach Master plan, PDU are project managing. Runanga engaged, concept design completed and reviewed, archaeological assessment completed.

Kaiapoi bridge handrail replacement - Budget $0.6m Anticipated Expenditure $0.0m.
Project Led by Roading Team, PDU managing. Street and feature lighting procurement is underway, with PJL approved to supply and install new fittings alongside the balustrade replacement; steel has been ordered for early mid-April delivery, Māori design elements are under review by Whitmore, and Hazeldine is finalising scaffolding design while enabling works and stakeholder discussions have commenced.

Land Purchase Community Centre Woodend North - Budget $4.0m Anticipated Expenditure $0.1m.
Valuation works completed and negotiation works ongoing. Aiming to secure a land deal this financial year. The property team are currently working through the purchase delayed until next FY.

Pegasus Community Centre Building - Budget $3.2m Anticipated Expenditure $2.0m.
Construction in 25/26 underway and will continue into early 26/27 years. Pegasus community building is expected to open October 2026.

Redzone Heritage & Mahinga Kai – Budget $0.5m Anticipated Expenditure $0.4m.
Year 5 of the programme (incl some carryover / WIP yr 4 works) - works designed by the Joint Working Group and delivered by The Kohaka o Tuhaitara Trust. Some delays to design and tender and construction for this year, due to resourcing constraints. Have shown the carryover forecast based on $56k unspent this year, to all be carried over.

4.9.6. Service Centres

Rangiora Service Centre Renewals – Budget $0.4 Anticipated Expenditure $0.0m
Lighting, windows and electrical works still to be completed.

4.9.7. Housing For The Elderly

Housing HUD Funded - Budget $9.0m Anticipated Expenditure $6.1m
Construction of 6 new One Bedroom Units at 54 Durham Street, Rangiora.

4.9.8. Computer Services

Business Improvement Projects - Budget $4.8m Anticipated Expenditure $4.5m
Projects (including GIS, EDRMS, etc.) not completed.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report, as the programme have been consulted on within the draft Annual Plan.

5.2. Groups and Organisations

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

5.3. Wider Community

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

These budgets are not included in the Annual Plan.

Total capital budget on infrastructural services for 2025-26 is $80.91m including budgets carried forward from the previous year. Per the Capital Works Programme Quarterly Report March 2026, the expected capital expenditure to 30 June 2026 is $56.69m (70.1% of total budget).

The budget for 2026-27 will be adjusted to include the approved carry forwards.

The loan adjustments on the additional carry forwards requested will be “smoothed” over 2027/28 onwards. The effect of carry forwards is an estimated reduction of 0.17% and will be offset to future years through smoothing effects and possible interest rate movements that may be higher than expected, due to the prolonged inflationary environment at present.

6.1.1. For each project, the Council may approve that the project is carried over to the 2026-27 Annual Plan.

OR

6.1.2. The Council may amend the work.

OR

6.1.3. The Council may decide not to proceed with the particular project.

Rates may be affected in outer years to a minor extent, due to the expenditure relating to loan repayments. The cost of completing the projects listed will be met either by credit balances carried forward, reserve fund transfers or by loan funding.

6.2. Sustainability and Climate Change Impacts

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

6.3. Risk Management

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

Risk is associated with the delay of projects with the main consequences being:

- Necessary work not being completed could result in not achieving levels of service.
- Price fluctuations due to the current economic environment.
- Availability and amount of government funding.

6.4. **Health and Safety**

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

For all projects with physical works, the Councils Health and Safety policies must be followed.

7. CONTEXT

7.1. **Consistency with Policy**

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

This matter is a matter of significance in terms of the Council’s Significance and Engagement Policy as the cost of some projects, or in total, exceed $1m, however the original approval was done in conjunction to a special consultative procedure and is requested for approval due to the timing of the projects. The expected completion dates (if known) are provided on the schedule attached.

7.2. **Authorising Legislation**

The Local Government Act 2002 section 93 requires that the Annual Plan for 2026-27 must be completed and adopted by 30 June 2026. The Draft Long-Term Plan must be subject to consultation using the Special Consultative Procedure outlined in section 83 of the Local Government Act 2002.

7.3. **Consistency with Community Outcomes**

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

The Annual Plan process contributes to the following community outcomes:

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

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

7.4. **Authorising Delegations**

The Council must adopt its Annual Plan by 30 June 2026.

Carry Forward Schedule 2025/26								
Capital work requested to be carried over from 2025/26 to 2026/27								
Negative amount in "unspent" column stands for project overspend comparing to its current year budget.								
Description	**Category (Single Year or Multi-Year or Developer Driven or Ongoing)**	**Full year revised budget**	**Anticipated Expenditure to 30 June 2026**	**Anticipated Capitalization/Capital expensed**	**Projected Completion Date (mth/yr)**	**Unspent**	**Amount to be carried over**	**Comments**
Capital Budgets								
ROADING								
Subsidised Roading								
Signs Renewal	Single	603,286	500,000	500,000	Jun-26	103,300	103,300	Delivered through the district roading maintenance contract.
Unsubsidised Roading								
Drainage Renewals - K & C	Single	9,060	-	-	Aug-26	9,100	9,100	Contract progressing slowly with contractor methodology having changes (removal of sub-contractors to be self-delivered) as a result of the significant cost increases due to war in Iran. The change in methodology has resulted in this project being delayed.
Land Purchases - Improved LoS	Single	196,900	53,000	53,000	Jun-27	143,900	143,900	Land purchases associated with projects. Includes Campions Road, Charles Upham Dr Deeds Strip, and Upper Sefton Drain. Delay is due to long processes involved with land purchases, however good progress with Upper Sefton project. Campions Road Delayed. Unspent budget to be carried over to continue purchase processes in 2026/27.
Oxford Rd / Lehmans Rd Roundabout	Single	50,000	20,000	-	Jun-27	30,000	50,000	Investigations underway, topographical survey completed.
Widen Skewbridge Rd - Skew Bridge to Mulcocks	Single	25,000	10,000	-	Jun-27	15,000	25,000	Investigations underway, topographical survey completed.
Widen Skewbridge Rd - Mulcocks to Threlkelds	Single	25,000	10,000	-	Jun-27	15,000	25,000	Investigations underway, topographical survey completed.
Fernside/Todds Intersection	Single	251,000	226,000		Jun-27	25,000	251,000	Report to Council in November approved to bring budget forward to complete enabling works this year. Budget figure should be $226,000. Enabling works mostly completed, some claims to come.
School Safety Improvements	Single	1,000,000	430,000	430,000	Jun-26	570,000	570,000	Contract awarded to HMI for electronic signage, and to Corde for static signage.
Streetlight upgrade High St	Single	50,000	2,000	-	Aug-26	48,000	50,000	MainPower have confirmed lighting design, quote approved however lead time for luminaires will put installation into August / September.
Cycle Path Renewals	Multi-future	28,540	-	-	Jul-27	28,500	28,500	Tender went to open market, closing end of April with no supplies submitting for the project. Works will be coupled with 2026 / 27 budget and retendered early in the new financial year.
New footpaths - major towns	Single	202,300	120,000	120,000	Jun-26	82,300	82,300	Blake St site underway in April, with Highfield Lane currently out to tender (Highfield Lane at risk).Showing DELAY to carry over unspent budget to contribute towards Chinnery's Road in 2026/27.
Cycle Path Renewals	Single	18,302	-	-	Jun-27	18,300	18,300	Tender went to open market, closing end of April with no supplies submitting for the project. Works will be coupled with 2026 / 27 budget and retendered early in the new financial year.
Capital Proj Sealed Widening		29,400	-	-	Jun-27	29,400	29,400	Widening to be completed in conjunction with reseals. Lees Road, Revells Road, and isolated widening on Williams St. Works delayed as these reseal sites also delayed.
Town area developments		50,000	-	-	Jun-27	50,000	50,000	No fixed project at this time, therefore "delayed". Will require workshop with new council and as yet, no such workshop is planned.
Drainage Renewals - K & C	Single	853,867	600,000	600,000	Aug-26	253,900	253,900	Contract progressing slowly with contractor methodology having changes (removal of sub-contractors to be self-delivered) as a result of the significant cost increases due to war in Iran. The change in methodology has resulted in this project being delayed.
Cycle Path Renewal	Single	18,430	-	-	Jun-27	18,400	18,400	Tender went to open market, closing end of April with no supplies submitting for the project. Works will be coupled with 2026 / 27 budget and retendered early in the new financial year.
Town Centre Carpark (Ashley St) Layout Reconfiguration	Single	37,500	18,036	18,036	Sep-26	19,500	19,500	Completed. Carry over unspent budget for Blake St Carpark.
Town Centre Carpark (Ashley St) Layout Reconfiguration	Single	112,500	52,500	52,500	Sep-26	60,000	60,000	Completed. Carry over unspent budget for Blake St Carpark.
Town Centre Carpark (Alfred St) Layout Reconfiguration	Single	37,500	-	-	Sep-26	37,500	37,500	Unresolved issue yet to be addressed. Need to re-engage with property owner to come to a resolution.
Minor Safety - Intersection Improvements (Unsub'd)	Single	120,000	40,000	40,000	Jun-27	80,000	80,000	Tram / Early road intersection is on-track, however Swamp / Hodgsons and North Eyre / Loburn are both delayed.
Minor Safety - School Safety Project	Single	157,500	55,478	55,478	Jun-27	102,000	102,000	Clarksville School works to be completed in September, Townsend Road Kea Crossing completed in January. No further works this year, with Rangiora High School work delayed.
Minor Safety - Speed Treatments	Single	87,900	63,518	63,518	Jun-27	24,400	24,400	Oxford Speed Thresholds - design approved, and some works to be completed this FY. Cosgrove St line marking delayed also.
Minor Safety - Other (Unsub'd)	Single	213,330	72,000	72,000	Jun-27	141,300	141,300	Ford signage upgrade completed. Signage in Sovereigns Palms priced and accepted. Delayed to carry over unspent budget to balance other minor improvement categories.
Minor Safety - Roadside Hazards Removal	Single	200,000	115,000	115,000	Jun-27	85,000	85,000	Carrs Road culvert complete, Depot Road on-track. Delayed to allow carry over of unspent budget to balance other minor improvement categories.
Minor Improvement Projects to improve road safety	Single	100,000	-	-	Jun-27	100,000	100,000	Safety Engineer working on delineation strategy, and report to U&R. Timeframe will be tight.
Bridges & Structures Renewals	Single	100,000	40,000	40,000	Jun-27	60,000	60,000	Southbrook Road / Middlebrook Culvert. ROI released to the market currently. Depending on outcome, a conversation is to be had with NZTA regarding change of methodology to a proposed re-lining of existing culverts.
Gravel Pits								
Gravel Pit Land Purchase	Single	27,600	150,000	-	Aug-26	(122,400)	27,600	Works associated with investigations and purchasing of land for new gravel pits. Negotiations stalled, with purchase costs and negotiations ongoing. Once land decision made, will need to consider other steps (e.g. consenting, access, site development) and whether more budget is needed. Showing as a large underspend, but staff submission to the Annual Plan seeking to moved budget out.
Roading District Development								
Lees Valley Willow Walls		579,945	400,000	400,000	Jun-27	179,900	179,900	Corde underway with the culvert renewals to improve resilience of Lees Valley Rd. Showing a "delay" to carry over unspent budget.
Town Centre Carpark (Alfred St) Layout Reconfiguration	Single	12,500	-	-	Sep-27	12,500	12,500	Unresolved issue yet to be addressed. Need to re-engage with property owner to come to a resolution, hence delay to carry over remaining budget.
Roading Subtotal		**5,197,360**	**2,977,532**	**2,559,532**		**2,219,800**	**2,637,800**	
WATER								
Rangiora Water Scheme								
Merton Road and Priors Road Water Servicing	Multi-current	903,950	250,000	-	Sep-26	654,000	904,000	Stage 2 external works - construction ongoing. Stage 2 internal works - design completed, construction scheduled for September 2026.
Northbrook Rd Boost Main - Stage 2	Multi-current	280,596	142,449	-	Aug-26	138,100	280,600	Construction delayed due to clashes with other works in the area.
Woodend-Pegasus Water Scheme								
Pipeline Renewals	Multi-current	148,995	113,886	-	Feb-27	35,100	149,000	Design underway for work along School Rd. Additional budget of $60,000 requested.
Additional Equestrian Source Well	Multi-future	471,195	248,334	-	Jan-27	222,900	471,200	Initial well was not successful. New well is required.
Mandeville Water Scheme								
Mandeville Source Upgrade 2	Multi-future	300,000	313,484	-	Jul-27	(13,500)	300,000	Bore drilling ongoing. Design work on well head has commenced.
Generator at Two Chain Road HW	Multi-future	52,350	32,231	-	Aug-26	20,100	52,400	Civil works tender process underway.
West Eyreton								
Generator for West Eyreton WTP	Multi-future	83,760	32,086	-	Jun-27	51,700	83,800	Civil clerks input date process date.
Water Subtotal		**2,240,846**	**1,132,470**	**-**		**1,108,400**	**2,241,000**	

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WASTEWATER								
Rangiora Wastewater Scheme								
Pipeline Replacement	Multi-future	314,150	176,600	-	Aug-26	137,600	314,200	Investigation ongoing. Draft strategy presented to U&R.
Merton Road and Priors Road Wastewater Servicing	Multi-current	871,380	230,000	-	Jun-26	641,400	871,400	Stage 2 external works - construction ongoing. Stage 2 internal works - design completed.
Rangiora - Aeration Basin Upgrade	Multi-future	199,410	22,105	-	Jun-26	177,300	199,400	Waiting for final report from consultant to carry our peer review. Project deferred until review complete.
Rangiora - Central Rangiora Capacity Upgrade Stage 9	Multi-future	175,680	171,443	-	Dec-26	4,200	175,700	Potholing ongoing. Design work has commenced. Physical work planned for Summer 2026/27.
Brick Kiln Lane Sewer Main Repair	Single	314,100	28,000	-	Jul-26	286,100	314,100	Remaining budget may require based on outcome of investigation work.
Woodend Wastewater Scheme								
Wetland Plant Investigations	Multi-future	104,700	104,700	-	Jun-29	-	104,700	Commenced with earthworks design and completed Safety in Design meeting.
Woodend - Wastewater headworks renewals	Multi-future	361,800	230,535	-	Jun-26	131,300	361,800	Work ongoing. Pump strategy approved. Some pumps have long lead times.
Increase UV Capacity	Multi-future	146,600	127,092	-	Nov-26	19,500	146,600	Procurement plan being prepared for MTO approval. Approximately 5 month lead time of UV units.
Woodend WWWTP Wetslands	Multi-future	104,660	89,052	-	Jun-29	15,600	104,700	Planting deferred to spring.
Woodend - Increase UV Capacity	Multi-future	104,700	-	-	Nov-26	104,700	104,700	Procurement plan being prepared for MTO approval. Approximately 5 month lead time of UV units.
Kaiapoi Wastewater Scheme								
Kaiapoi Wetlands Assessment	Multi-current	78,550	78,754	-	Jun-29	(200)	78,600	Commenced with earthworks design and completed Safety in Design meeting.
Generator at KWWTP	Multi-future	104,700	141,304	-	Aug-26	(36,600)	104,700	Civil works currently being tendered. Generator is due before FY hence "over budget" expenditure for this FY predicted. However this has no impact on overall project costs.
Cridland St Sewer Repairs	Single	136,160	136,160		Jun-27	-	136,200	This project aims to address ongoing stormwater flooding and wastewater service issues in the Cridland Street West area of Kaiapoi. This project, including the wastewater component, will be designed by an external consultant. The RFP is currently being prepared.
Kaiapoi WWTP Planting		300,000	227,227	-	Oct-26	72,800	300,000	Harvesting (forestry) work underway. Budget to be carried over for planting and future maintenance during plant establishment.
Oxford Wastewater Scheme								
Oxford WasteWater Treatment Plant Upgrade	Multi-future	423,550	423,550	-	Jun-27	-	423,600	Additional work underway to consider National Wastewater Standards, onsite treatment issues as well as development options. Modelling being updated for EDSS study to inform capacity and costs.
Wastewater Subtotal		**3,740,140**	**2,186,522**	**-**		**1,553,700**	**3,740,400**	
DRAINAGE								
Rangiora Drainage Scheme								
Blackett St piping	Multi-future	52,350	151,600	-	Feb-27	(99,300)	52,400	The project is currently over budget due to extensive potholing undertaken to confirm design feasibility, along with the complexity of utility relocation coordination. Updated construction cost estimates indicate that the allocated budget for 2026/27 will be insufficient, and staff will seek additional funding as part of the 2026/27 staff submission.
Wiltshire Green Pipework Upgrade	Multi-future	75,384	47,440	-	Jun-27	27,900	75,400	Stage 2 is proposed to upgrade stormwater pipe from Parkhouse to Green Street along Treffers Avenue and Johns Road. Design progressing.
North Drain Piping - Ashley to Edward	Multi-future	52,350	45,145	-	Feb-27	7,200	52,400	Piping of the North Drain adjacent to the Anglican Cemetery between Ashley Street and Edward Street. Preferred option has been confirmed. On track for works to be tendered this financial year.
Belmont Avenue Drainage Upgrades	Multi-future	20,940	15,522	-	Jul-26	5,400	20,900	PDU has surveyed the site. PDU preparing options memo for decision. Investigation phase on track to be complete in 25/26.
Network Discharge Consent Implementation Works	Multi-future	52,350	52,350	-	Jun-27	-	52,400	PDU is finalising the decision report. The first phase of the investigation is on track for completion in 2025/26, with more detailed investigations of each prioritised catchment area to follow in 2026/27.
Railway Drain Treatment	Multi-future	30,000	51,014	-	Jun-27	(21,000)	30,000	Project is overbudget due to significant investigation work to ensure design is achieving project objectives. The option of a centralised treatment device located in the Toy Library car park has been confirmed. Design to progress with this option.
Coastal Urban Drainage Scheme								
East Woodend Detention Pond 2.5Ha	Multi-future	600,000	100,000	-	Dec-26	500,000	600,000	The Petries Road Detention Basin upgrade will support ongoing development within the East Woodend ODA.The project is running in parallel with the Eders Road development to utilise fill from the detention ponds. Budget has been brought forward to enable construction to commence following tendering. There is a risk that construction may not be completed this financial year.
Box Drain Improvements	Multi-future	391,100	300,000	-	Sep-27	91,100	391,100	Water treatment improvements for discharge into the Box Drain. Feasibility reports complete. Design RFP is out for tender with award in February 2026.
Pines Kairaki Upgrade	Multi-future	31,400	31,400	-	May-27	-	31,400	Drainage upgrades in the Pines / Kairaki villages. Options memo complete. Will present finding to community board for feedback.
School Road and Main North SW Renewal	Multi-future	36,650	29,600	-	Feb-27	7,100	36,700	Upgrade of stormwater pipe at intersection of School Road and SH1. Design progressing in tandem with the water renewals. Intending to tender the work in June 2026
Woodend Capacity Improvements	Multi-future	62,800	71,499	-	Dec-26	(8,700)	62,800	The upgrades are required to service the proposed development, alongside associated urbanisation and development works. Design for the McIntosh Drain capacity upgrades is currently underway and is being completed by an external consultant team.
East Woodend Upgrade McIntosh Drain	Multi-future	1,511,310	75,000	-	Dec-26	1,436,300	1,511,300	The upgrades are required to support the proposed development and associated urbanisation works. Design of the McIntosh Drain capacity upgrades is currently underway and is being delivered by an external consultant team, with construction to be managed by the developer. Construction has been delayed due to the developer's programme.
Kaiapoi Drainage Scheme		104,750						
Kaikanui Diversion	Multi-future		60,000	-	Apr-28	44,800	104,800	Investigation has commenced with modelling report draft completed. Modelling has been completed. Drafting RFP for overall catchment strategy.
Cridland St West Drainage Upgrades	Multi-future	209,450	40,506	-	Jun-27	168,900	209,500	This project, including the wastewater component, will be designed by an external consultant. The RFP is currently being prepared.
Kaikanui SMA Upgrade	Multi-future	52,350	-	-	Apr-28	52,400	52,400	Extension of the Kaikanui SMA into the regeneration area. Investigation has commenced with modelling report draft completed. Modelling has been completed. Drafting RFP for Catchment strategy.
Oxford Drainage Scheme								
Burnett St Capacity Upgrades	Multi-future	52,400	153,200	-	Feb-27	(100,800)	52,400	The design is now complete. The project is currently over budget due to extensive stakeholder consultation.
Bay Road Drainage Upgrades	Multi-future	31,410	31,410	-	Feb-27	-	31,400	Realignment of the drain along the southern boundary of 25 Bush Road to the drainage channel on Bay Road to mitigate future drainage issues. Design complete. On track to tender in June 2026. Works will be tendered with the Burnett Street Capacity Upgrades.

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District Drainage Scheme								
Infrastructure Resilience Fund	Multi-future	275,000	275,000	-	Apr-26	-	275,000	Infrastructure resilience fund. Work programme being developed by Infrastructure Resilience team.
Dockey Creek Diversion - Lilly Road	Multi-future	52,350	30,000	-	Jun-26	22,400	52,400	Investigation is being undertaken by external consultant and anticipated to be complete June 2026.
Mandeville Resurgence Channel Diversion/Upgrade	Multi-future	1,020,000	976,463	-	Jun-27	43,500	1,020,000	Stage 1a contract awarded and construction is underway with completion in June or July. Remaining budget is for the design and construction of the Stage 1b works to be completed in 2026/27.
Stage 2 Mandeville Resurgence Channel Diversion/Upgrade	Single	157,050	-	-	Jun-32	157,100	157,100	Estimated completion date currently is June 2032.
Queens Avenue Drainage Improvements	Multi-future	50,000	50,000	-	Jun-27	-	50,000	Installing soak pits and pipe upgrades. Design anticipated to be complete this financial year.
79 Park Terrace Drainage Improvements	Single	150,000	150,000	-	Jun-26	-	150,000	Swale and pipework improvements along Park Terrace. Design being finalised. Project at risk due to tight schedule.
Mill Rd / Whites Rd Drainage Improvements	Single	100,000	-	-	Jun-26	100,000	100,000	Culvert upgrades. Project at risk due to scope changing and adding culvert for roading.
Tram,Whites & Edmunds Road Intersection Drainage Improvement	Multi-future	100,000	100,000	-	Jun-27	-	100,000	Options assessment underway. Delayed due procuring external consultant.
Drainage Subtotal		**5,271,394**	**2,837,149**	**-**		**2,434,300**	**5,271,800**	
RECREATION								
Aquatic Centres								
Kaiapoi Aquatic Centre Renewals	Ongoing	300,120	80,000	80,000	Ongoing	220,100	220,100	Renewal works this year include a range of replacement activities scheduled throughout the financial year, such as upgrades to plant and equipment, including changing-room fixtures. Design and planning for the Kaiapoi fan system replacement are currently in the investigation phase, with installation planned for the next January closedown.
Aquatic Centres Subtotal		**300,120**	**80,000**	**80,000**		**220,100**	**220,100**	
Camping Grounds								
Waikuku Camp Demolitions	Multi-current	35,400	-	-	Jun-28	35,400	35,400	Camp improvements is no longer owned by WDC. Report to Council in early 2026 to propose re-allocate budget to new water supply to Woodend Beach camp or township.High level options currently being assessed by PDU and will be covered in the report.Physical works now not till 27/28 year.
Waikuku Camp Ablutions Block Replacement	Multi-future	309,500	-	-	Jun-28	309,500	309,500	Camp improvements is no longer owned by WDC. Report to Council in early 2026 to propose re-allocate budget to new water supply to Woodend Beach camp or township. High level options currently being assessed by PDU and will be covered in the report. Physical works now not till 27/28 year.
Kairaki Camp Ablutions Block Replacement	Multi-future	94,900	75,000	75,000	Jun-28	19,900	19,900	Camp improvements is no longer owned by WDC. Report to Council in early 2026 to propose re-allocate budget to new water supply to Woodend Beach camp or township. High level options currently being assessed by PDU and will be covered in the report. Physical works now not till 27/28 year.
Waikuku Camp Renewals & Refurbishments	Multi-future	42,150	30,000	30,000	Jun-26	12,200	12,200	This budget is to be used for demolition of two redundant buildings remaining on council-owned land. Expected not to use full budget. Some potential remainder may be available for carryover and re-allocation to Woodend Beach camp water supply project.
Ashley Camp Renewals & Strengthening	Multi-future	368,650	95,000	95,000	Jun-26	273,700	273,700	Works still to undertake on re-roofing and strengthening project this year. Some design already underway. Planned physical works in April. Any leftover budget would contribute to design elements of the proposed Water supply upgrades to the campground or township.
Woodend Camp Renewals & Strengthening	Single	106,000	80,000	80,000	Oct-26	26,000	26,000	Report to Council in early 2026 to propose re-allocate budget to new water supply to Woodend Beach camp or township. High level options currently being assessed by PDU and will be covered in the report. Physical works now not till 27/28 year.
Kairaki Camp Infrastructure Renewals	Single	23,400	-	-	Jun-27	23,400	23,400	Current budget is the previous multiple carryovers of previous years budgets. Planned to be used this year for re-roofing of 3 x buildings, replacing sanitary fittings, and some residual land drainage works. Some design scoping works done. Currently re-reviewing roofing and builders work scope due to deferred maintenance.
Camping Grounds Subtotal		**980,000**	**280,000**	**280,000**		**700,100**	**700,100**	
Public Conveniences								
Toilet Renewals	Multi-future	1,155,630	450,696	450,696	Ongoing	704,900	704,900	This budget has 2 project locations- Ashley Picnic Grounds and Woodend Beach toilet renewals. Ashley Picnic Grounds toilet renewal is complete and operational. Woodend Beach toilet renewal is part of the Woodend Beach Recreation Facilities master plan. Consultation is complete, detailed designs are almost complete and tender documents are underway. Tender for the master project is expected to go out in May, construction will begin within this financial year and completed within the first quarter of the 2026/27 FY.
Public Conveniences Subtotal		**1,155,630**	**450,696**	**450,696**		**704,900**	**704,900**	
Reserves General								
District Reserves								
Town Centres Feature Lighting and Decorations	Single	26,900	10,000	10,000	Jun-26	16,900	16,900	An investigation into the existing lights found water ingress, which caused the failures. The replacement light has been ordered and will be installed late May. Remaining budget to be carried forward.
Rangiora Street trees gardens	Multi-current	50,568	40,000	40,000	Jun-26	10,600	10,600	Annual tree budget that is ordered and planted towards the end of the financial year. Trees have been ordered and expected to be planted in June. Remaining budget to be carried over for succession planning.
Roads & Carparks	Multi-current	792,435	310,000	310,000	Sep-26	482,400	482,400	The Woodend Beach project is part of a master plan and is at the design and tender phase. It is expected this will be completed within the first half of the next FY. Waikuku Beach is also part of a master plan which has been delayed due to external approvals, causing carryover.
Non-specificied Reserve Enhancement	Multi-current	142,705	10,000	10,000	Aug-26	132,700	132,700	This budget is a top up playground renewal programmes to meet the gap between existing provision and required LOS. This is assigned to Woodend Beach play space which is part of the Woodend Beach Recreation Facilities master plan.
Future Sports Ground Development	Multi-current	364,228	69,034	69,034	Jun-27	295,200	295,200	This parent code covers several projects: the Kaiapoi River Sport User Hub, Coldstream Road Sporting Precinct, Maria Andrews irrigation investigation and field upgrade, Southbrook Park field upgrade, Gladstone drainage, and the Mandeville Concept Plan.
Arohatia te awa (Cam River Walkway)	Multi-current	329,464	150,000	150,000	Ongoing	179,500	179,500	Multi year programme over 10 years - including Revells Road/Cam, Revells Road Development, Main North Road (Opp Hellers), and Ohoka Loop, plus minor projects. Works include plantings, weed control, roading investigations, pest work. The budget will need to be reforecast for the LTP to reflect predicted forecast, therefore this will be showing as delayed each year.
District Security Cameras	Single	46,263	24,000	24,000	Jun-26	22,300	22,300	Camera upgrades throughout the year as required. This work is being reviewed presently, and seeking quotes. Looking at renewal and new cameras such as at the Mainpower Stadium.

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Sefton Domain Reserve Bollards	Single	34,600	-	-	Jun-26	34,600	34,600	This project has been on hold due to the Sefton Hall project (externally driven).
Canterbury Street Reserve	Single	200,000	10,000	10,000	Jun-26	190,000	190,000	The tender process for play equipment has been finalised, procurement of installation to be completed. Construction will be underway in June and completed within the first quarter of the next FY.
Coopers Creek Carpark/toilet	Single	51,100	20,000	20,000	Aug-26	31,100	31,100	Estimated for completion July/August in case of wet weather and distance to travel for contractors.
Woodend Beach Domain	Single	400,000	10,000	10,000	Aug-26	390,000	390,000	This is the play space code for the Woodend Beach Master plan, PDU are project managing. Runanga engaged, concept design completed and reviewed, archaeological assessment completed.
Hard Court Renewals		90,000	80,000	80,000	Mar-26	10,000	10,000	Hard Court renewal at Swannanoa has been completed. There are some remaining expenses to come out. Remaining budget to be carried forward to support the programme.
Kaiapoi Tuahiwi Reserves								
Kaiapoi Street trees gardens	Single	85,190	20,000	20,000	Jun-26	65,200	65,200	Annual tree budget that is ordered and planted towards the end of the financial year. Trees have been ordered and expected to be planted in June. Remaining budget to be carried over for succession planning.
Kaiapoi Community Hub	Multi-future	337,727	310,000	310,000	Mar-26	27,700	27,700	This is a multi year project. Carpark is completed with Croquet lawns completed. Services have been completed. Electrical works complete as of 31st October - completion was delayed by lights delivery. Landscaping plan is in the design phase - budget for this to carryover to next year for the planting season. Separate budget/ledger under EQ Recovery for clubs building foundations. Partial capitalisation to be confirmed.
Town Centre Strategy Programme	Single	305,000	60,000	60,000	Jun-28	245,000	245,000	This is a long term project and developers are currently working through a resource consent process. There are several project elements that need to progress significantly before construction of any Council components progress.
Kaiapoi bridge handrail replacement	Single	579,600	405,000	405,000	Jun-26	174,600	174,600	Project Led by Roading Team, PDU managing. Street and feature lighting procurement is underway, with PJL approved to supply and install new fittings alongside the balustrade replacement; steel has been ordered for early–mid April delivery, Māori design elements are under review by Whitmore, and Hazeldine is finalising scaffolding design while enabling works and stakeholder discussions have commenced.
Silverstream River Crossing (East West)	Single	62,521	-	-	Jun-27	62,500	62,500	Project is within the investigation process to determined a recommended approach to establishing access. Project requires community engagement with property owners including DOC. Project delayed due to external parties as it requires a willing land owners to work with, forecast to be updated.
Norman Kirk Park Power Installation	Single	60,000	-	-	Jun-27	60,000	60,000	This project has not progressed due to other possible projects in the area, and resource constraints. Location of the power source has been noted on several plans to KTCB and planning / supply of this is to occur in the new financial year.
Kaiapoi Lakes (Last Gravel Pit Development)	Single	207,908	100,000	100,000	Jun-26	107,900	107,900	Lizard receptor site. NZTA already done large part of works. WDC will not use all budget. Path installed, seats installed, weed control underway, signs being developed. Development works to date have been partly funded by NZTA. Forecast is there is an anticipated saving the amount will not be known until the end of the FY.
Oxford Ohoka Reserves								
Pearson Park	Multi-future	71,990	4,928	4,928	Jun-26	67,100	67,100	A report seeking approval for the installation of a cover over the stage at Pearson Park was submitted to the Community Board. The budget for this project has been delegated to a community group representing the OOCB, and they have been permitted to compound the funds over time. Given the delay in approvals.
Oxford Street trees gardens	Multi-current	27,692	10,000	10,000	Jun-26	17,700	17,700	Annual tree budget that is ordered and planted towards the end of the financial year. Trees have been ordered and expected to be planted in June. Remaining budget to be carried over for succession planning.
Woodend Sefton Reserves								
Skate Board Facility	Multi-future	192,500	-	-	Jun-26	192,500	192,500	Following completion of community consultation, staff presented a report to the Board seeking final approval to implement the project. The Board resolved to seek approval from the Community and Recreation Committee to change this budget line from the original intent of a Dedicated Skate Park to a Distributed Youth Spaces Approach for youth spaces across Pegasus.
Sefton Domain Reserve Bollards	Single	34,603	-	-	Jun-26	34,600	34,600	This project has been delayed due to waiting for a decision on a location for the Sefton Hall potential relocation. Delay until next financial year.
Woodend Sefton Street trees gardens	Single	33,459	10,000	10,000	Jun-26	23,500	23,500	Annual tree budget that is ordered and planted towards the end of the financial year. Trees have been ordered and expected to be planted in June. Remaining budget to be carried over for succession planning.
Reserves Subtotal		**4,526,453**	**1,652,962**	**1,652,962**		**2,873,600**	**2,873,600**	
Community Buildings								
Solar Panels at Multi-use Sports Facility	Single	309,500	13,246	13,246	Jun-27	296,300	296,300	Tendering process did not provide a suitable response from the market. Alternative location for panels has been approved by Council, feasibility assessment has just been completed however this is unable to be tendered due to ongoing investigation regarding roof leaks. This will likely be delivered when the roof situation is resolved -this may be toward the end of 2026.
Land Purchase Community Centre Woodend North	Multi-future	4,032,000	115,000	115,000	Jun-26	3,917,000	3,917,000	Valuation works completed and negotiation works ongoing. Aiming to secure a land deal this financial year. The property team are currently working through the purchase delayed until next FY.
General Building Renewals	Ongoing	409,188	250,000	250,000	Jun-27	159,200	159,200	This is a parent code of multiple child codes. This is a planned renewals program with a number of items completed over various community facility locations. These include fridge, oven, hot water equipment, interior door and exterior renewals. Two large HVAC replacement at renewed at Woodend Community Centre. A design plan is underway for Kendal Park which a portion of the budget is allocated to therefore the programme will be delayed and budget carried over for this.
Pegasus Community Centre Building	Single	3,212,000	2,000,000	-	Nov-26	1,212,000	3,212,000	Construction in 25/26 underway and will continue into early 26/27 years. Pegasus community building is expected to open October 2026.
Community Buildings Subtotal		**7,962,688**	**2,378,246**	**378,246**		**5,584,500**	**7,584,500**	
Rangiora Airfield								
Aeronautical Study Compliance Program	Single	83,220	58,800	58,000	Jun-27	24,400	25,200	Main Taxiway remediation completed April 2026. Remainder budget $25k for boundary fencing - to carryover. Staff submission report to May 2026 AP Deliberations meeting seeking budget top-up for more fencing.
Airfield Taxiway Flooding	Single	72,000	-	-	Jun-27	72,000	72,000	Design works underway, tender in new FYr. Project will be delivered alongside water infrastructure contract in spring 2026.
Rangiora Airfield Subtotal		**155,220**	**58,800**	**58,000**		**96,400**	**97,200**	

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Natural Environment Strategy								
Investigate Flagship park or sanctuary development	Multi-future	60,660	10,000	10,000	46,296	50,700	50,700	Lineside Road. 3 year design/planning programme. Hydrology works - consultant engaged June 2025 - works underway, including ecological assessments. Design work is underway. As this is a multi year project, this project is on track for this year. Expected full design and consultation completion Sept 26.
Natural Environment Strategy Subtotal		**60,660**	**10,000**	**10,000**		**50,700**	**50,700**	
General Landscaping								
Rangiora Ashley General Landscape Development	Ongoing	67,790	5,000	-	Jul-26	62,800	67,800	This budget is a Board led budget which is split across a number of projects each year. Staff provided a memo to the September meeting outlining progress on existing carried forward projects, requesting that the Board members identify projects through the coming month. Staff attended the October Board meeting to undertake a workshop however unfortunately due to the length of the meeting it was decided to push this out to the following month. This has created a delay in progress and means approval of projects is not likely to occur until the Board returns in early 2025. Some projects yet to be completed.
Kaiapoi Tuahiwi General Landscape Development	Ongoing	206,540	56,000	56,000	Jul-26	150,500	150,500	This is the Community Boards budget to spend on small projects within their area. This budget expenditure is dependant on the Board identifying and approving allocation to particular projects. Board workshop completed December, projects to be presented at March meeting for approval. Unlikely to complete all projects by the end of the financial year.
Oxford Ohoka General Landscape Development	Ongoing	73,330	18,800	18,800	Jul-26	54,500	54,500	This budget is a Board led budget which is split across a number of projects each year. Staff have undertaken a workshop with the Board and are now working on a report to the Board for approval of budget including costs and benefits for Board consideration. Work on existing projects is continuing such as the Loburn War Memorial this is now complete. Unlikely to complete all projects by the end of the financial year.
Woodend Sefton General Landscape Development	Ongoing	65,640	16,652	16,652	Jul-26	49,000	49,000	This budget is a Board led budget which is split across a number of projects each year. Staff are currently undergoing consultation with the community around potential projects for Gladstone Dog Park and will undertake a workshop with the Board at their November meeting to update on the results and identify if there are any additional projects that the Board are interested in investigating. These will be included in a report for decision on allocation of budget to the community board. This will include working with community organisations such as the Menz Shed which will potentially add time but reduce costs.
General Landscaping Subtotal		**413,300**	**96,452**	**91,452**		**316,800**	**321,800**	
Recreation Subtotal		**15,554,071**	**5,007,156**	**3,001,356**		**10,547,100**	**12,552,900**	
SOLID WASTE								
Oxford minor improvements	Multi-future	6,640	3,600	3,600	Dec-27	3,000	3,000	Budget allowance for site improvement physical works that get identified throughout the financial year. Purchased tablet to operate "Weightrax" POS system to replace paper records & this will be capitalised. Carry Over remaining budget.
Southbrook - Design of New Shop and Education Centre	Multi-future	508,000	258,121	-	Jun-30	249,900	508,000	In investigation phase. Business case and programme review complete. Report going to Council May 26. Will be significantly underspent for 2025/26, but remaining budget will be required for future years and will be carried over.
Southbrook Disposal Pit Upgrade & road realignment	Multi-future	294,000	110,000	-	Jun-30	184,000	294,000	In investigation phase. Business case and programme review complete. Report going to Council May 26. Will be significantly underspent for 2025/26, but remaining budget will be required for future years and will be carried over.
Land Purchase for future upgrades	Multi-future	14,900	1,875	1,875	Jul-27	13,000	13,000	Unlikely to utilise this budget in the current year as the land purchase decision and timing will depend on outcomes of Southbrook RRP upgrade options work being undertaken in 2025 under PJ 100843 & PJ 101568.
Pumps & pump station	Multi-future	14,300	6,255	-	Apr-27	8,000	14,300	In investigation phase - dependent on outcomes of proposed site layout changes which commenced mid-2025. Being done in conjunction with 102573, 102554, 101817 & 101819.
Rural Recycling Infrastructure	Multi-future	24,500	6,094	-	Apr-27	18,400	24,500	In investigation phase looking at site layout changes, commenced mid-2025. Being done in conjunction with 102573, 102554 & 101817.
Oxford TS Infrastructure for reporting to MfE	Multi-future	42,800	5,440	-	Jun-27	37,400	42,800	In investigation phase looking at site layout changes, commenced mid-2025. Unlikely to use available budget in 25/26: carry over design costs and budget into 26/27 in that event. Being done in conjunction with 102573, 102554 & 101819.
Oxford - Access Roads	Multi-future	3,000	-	-	Dec-27	3,000	3,000	Access road renewal now unlikely to proceed this financial year. Carry over budget to undertake works in summer 2026.
Oxford - Fencing	Multi-future	5,000	1,519	1,519	Jul-27	3,500	3,500	Replaced broken windbreak fence components after October wind event, repair of remainder of fence. Remaining renewals budget will be used as necessary during year.
Weighbridge Kiosk and Civil Works	Multi-future	6,000	6,000	-	Apr-27	-	6,000	In investigation phase looking at site layout changes, commenced mid-2025. Unlikely to use available budget in 25/26: carry over design costs and budget into 26/27 in that event. Being done in conjunction with 102573, 102554 & 101819.
Landfill Cover Remediation	Multi-future	60,000	10,000	-	Apr-34	50,000	60,000	PDU project managing this, engaged PDP for specialist advice. Surveys to be completed followed by design.
Global Consent Historic Landfills	Multi-future	35,000	2,000	-	Apr-28	33,000	35,000	PDU project managing this, procurement underway, for consultant to commence investigations.
Solid Waste Subtotal		**1,014,140**	**410,904**	**6,994**		**603,200**	**1,007,100**	
SERVICE CENTRES								
Rangiora Service Centre Renewals	Ongoing	429,560	45,000	45,000		384,600	384,600	Lighting, windows and electrical works still to be completed.
Site Security	Single	128,350	33,000	33,000		95,400	95,400	Alarms Systems works still to be completed.
Service Centres Subtotal		**557,910**	**78,000**	**78,000**		**480,000**	**480,000**	
COMMERCIAL PROPERTIES								
Subway - seismic strengthening	Single	350,000	20,000	20,000		330,000	330,000	Delayed due to the existing subway tenant vacating in June.
Commercial Properties Subtotal		**350,000**	**20,000**	**20,000**		**330,000**	**330,000**	
HOUSING FOR THE ELDERLY								
Housing HUD Funded	Multi-future	9,000,000	6,100,000	6,100,000	Ongoing	1,400,000	1,400,000	Construction of 6 new One Bedroom Units at 54 Durham Street, Rangiora.
Service Centres Subtotal		**9,000,000**	**6,100,000**	**6,100,000**		**1,400,000**	**1,400,000**	

Description	Category (Single Year or Multi-Year or Developer Driven or Ongoing)	Full year revised budget	Anticipated Expenditure to 30 June 2026	Anticipated Capitalization/Capital expensed	Projected Completion Date (mth/yr)	Unspent	Amount to be carried over	Comments
COMPUTER SERVICES								
IT Projects	Ongoing	1,804,700	515,500	515,500	Ongoing	1,289,200	1,289,200	Business improvement projects including GIS, EDRMS, etc not completed.
EOC Tablets & PCs	Single	41,980	1,016	1,016	Ongoing	41,000	41,000	Potential renewal next financial year.
High Speed Scanners	Single	103,780	-	-	Jun-26	103,800	103,800	New scanners to be bought 26/27.
Councillor Tablets	Single	28,480	25,266	25,266	Ongoing	3,200	3,200	
Computer Services Subtotal		**1,978,940**	**541,782**	**541,782**		**1,437,200**	**1,437,200**	
CIVIL DEFENCE								
Replace Civil Defence centre signage	Single	11,000	-	-	Jun-26	11,000	11,000	Awaiting for new Tsunami Blue zone launch in the coming months.
Generator Wiring of C/D Centres	Single	7,500	-	-	Jun-26	7,500	7,500	Will seek alternate means to get outcome we need. Need the funds for this.
Flood Barrier Pump Replacement	Single	11,000	-	-	Jun-26	11,000	11,000	Anticipated activity.
Digital Radio Upgrade	Single	86,560	-	-	Jun-26	86,600	86,600	Anticipated activity.
Replacement Flood Sandbags	Single	22,590	-	-	Jun-26	22,600	22,600	Anticipated activity.
Flood barrier Upgrade	Single	3,750	-	-	Jun-26	3,800	3,800	Anticipated activity.
CDEM Base (Drainage, Power & Gravel)	Single	30,660		-	Jun-26	30,700	30,700	Anticipated activity.
Civil Defence Subtotal		**173,060**	**-**	**-**		**173,200**	**173,200**	
Total Capital Budgets (None Earthquake)		**45,077,861**	**21,291,515**	**12,307,664**		**22,286,900**	**31,271,400**	
Earthquake Recovery Budgets								
GENERAL EARTHQUAKE								
Kaiapoi Riverbanks Rowing Precinct	Multi-future	289,990	100,000	-	Jun-27	190,000	290,000	Combined with Murphy Park budget. Murphy Park Kaiapoi River Access project, also augmented with two Greenspace activity budgets, for redevelopment of the existing rowing precinct area. Pontoon construction completed December 2025. Civil works resource consents now obtained (delayed). Procurement for final stage shortly to commence. Construction civil works delayed to spring 2026.
Murphy Park	Multi-future	208,900	150,000	-	Jun-27	58,900	208,900	Combined with Rowing Precinct budget. Murphy Park Kaiapoi River Access project, also augmented with two Greenspace activity budgets, for redevelopment of the existing rowing precinct area. Procurement about to commence. Civil works resource consents now obtained (delayed). Construction civil works in Spring 2026.
General Earthquake Subtotal		**498,890**	**250,000**	**-**		**248,900**	**498,900**	
RED ZONE REGENERATION EARTHQUAKE								
Croquet and Community Studios Spaces	Multi-current	169,420	90,000	90,000	Jun-27	79,400	79,400	Ongoing completion of multi-year multistage Community Hub project, including final infrastructure works. Project forecast to be delivered on budget at present, including 3 x $25k foundation payments to clubs (at risk - timing of these depends on club's own works). Electrical works now complete. Design and build of general landscaping works occurring this year and underway. Croquet and all other infrastructure works contracts were completed in previous years. Menz shed relocation underway.
Redzone Heritage & Mahinga Kai	Multi-future	481,630	425,000	300,000	Jun-26	56,600	56,600	Year 5 of the programme (incl some carryover / WIP yr 4 works) - works designed by the Joint Working Group and delivered by Te Kohaka O Tuhaitara Trust. Some delays to design and tender and construction for this year, due to resourcing constraints. Have shown the carryover forecast based on $56k unspent this year, to all be carried over.
Red Zone Food Forest		40,000	-	-	Jun-27	40,000	40,000	Food Forest Trust plans to construct a shelter using this money has been delayed again due to failure of external funding application. Carryover to 26/27 as Trust intends to use some funds for extra planting.
Red Zone Regeneration Earthquake Subtotal		**691,050**	**515,000**	**390,000**		**176,000**	**176,000**	
Total Earthquake Recovery Budgets		**1,189,940**	**765,000**	**390,000**		**424,900**	**674,900**	
TOTAL CAPITAL TO CARRY FORWARD		**46,267,801**	**22,056,515**	**12,697,664**		**22,711,800**	**31,946,300**	

Carry Forward Schedule 2025/26

Operational budget to be carried forward from 2025/26 to 2026/27

GL	GL description	Full year revised budget	Anticipated Expenditure to 30 June 2026	Unspent	Amount to be carried forward	Comments
Computer Services						
102611.280.2543	Council Enterprise Software Project	4,836,680	4,538,561	298,119	298,119	Implementation of the new Council Enterprise System.
Wastewater						
10.363.686.2579	Desludge Ponds	1,055,730	15,000	1,040,730	1,040,730	Allowance for removal of sludge from Infiltration wetland, and sludge testing.
	Total Operational Budgets to Carry Forward	**5,892,410**	**4,553,561**	**1,338,849**	**1,338,849**	