MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 16 JUNE 2026, AT 5PM.

PRESENT

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

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), K Straw (Civil Projects Team Leader), S Binder (Senior Transportation Engineer), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives and sustains** apologies for absence from H Carroll and S Powell.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 May 2026

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 May 2026, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw spoke to the report, which sought endorsement and feedback on the proposed Roading Capital Works Programme for the 2026/27 financial year and the three-year indicative programme beyond that. He noted the programme included Kerb and Channel Renewals, Footpath Renewals, Minor Safety Improvements, the New Footpath Programme and Public Transport Infrastructure. It did not include major roading projects where there was a specific budget in the Long Term Plan.

S Stewart questioned whether the renewal of bridge balustrades was included in the Roading Capital Works Programme. K Straw advised there were two separate budgets relating to bridges, the Bridge Component Renewal Programme and the Bridge Structural Maintenance Programme. The structural maintenance programme was managed by the Council's road maintenance contractor. The contractor was responsible for inspecting and condition-rating bridge and culvert components, identifying required works, and prioritising and programming them.

S Stewart sought clarification on how the Board could provide input into the proposed bridge renewal priorities. She raised particular concern regarding the Dudley Stream balustrades, noting that they were showing signs of deterioration. K Straw advised that this work would fall within the structural maintenance budget and undertook to pass on the Board's feedback.

S Stewart referred to the total programme value of $1.12 million and the carry-forward amount of $413,000 and asked why such a significant carry-forward occurred. K Straw advised that a number of Minor Safety Improvement Projects programmed for the 2025/26 financial year had not been delivered, resulting in funding being carried forward to the following financial year. He noted that approximately $100,000 of the carry-forward funding had not been allocated to specific projects. K Straw also advised that there had been significant underspend in the roadside Hazard Removal Programme.

In response to a further question from S Stewart, K Straw noted that changes were being made to the procurement approach for some work in the coming year, with the aim of improving programme delivery and reducing the likelihood of similar delays and carry-forwards occurring in the future.

J Watson noted that footpaths were provided along Fuller Street, Kaiapoi, up to the bend leading to the underpass, after which the pedestrian environment was in poor condition. She asked whether footpaths were proposed for that area. K Straw advised that the area had been identified for consideration as part of the proposed new Kerb and Channel Programme, which was currently being developed. He noted that the current programme did not include the underpass area; however, staff would take the feedback into account during programme development.

J Watson further noted that she had received correspondence from KiwiRail expressing concern about the number of pedestrians using the railway bridge near the Passchendaele Track and queried whether consideration had been given to constructing a footbridge. In response, K Straw advised that he was not aware of any budget provision or programme for a footbridge at that location. He noted that, during the development of the Walking and Cycling Network Plan, discussions had been held with KiwiRail regarding the possibility of formalising a safe pedestrian crossing on the railway bridge. However, KiwiRail had instead increased measures to deter public use of the bridge, including the introduction of significant penalties for unauthorised access.

R Keetley queried whether KiwiRail had considered installing a clip-on pedestrian walkway attached to the side of the existing railway bridge. K Straw confirmed that this had been one of the options discussed with KiwiRail and noted that KiwiRail had not been opposed to the concept; however, discussions had only been preliminary.

A Campbell sought background information on the Kaiapoi Roundabout Pedestrian Improvements project on Ohoka Road. K Straw advised that the project was intended to address issues associated with the existing pedestrian refuge on the Ohoka Road approach to the roundabout. He noted that the existing splitter island was too narrow and created difficulties for pedestrians using prams, mobility aids, and bicycles.

J Watson questioned whether there was a policy or standard relating to the provision of lighting at rural intersections, specifically highlighting the Tram Road/Flaxton Road intersection and the Johns Road/Fernside Road/Plasketts Road intersection. K Straw explained that the Council's Engineering Code of Practice had historically stated that no new flag lighting would be installed. However, he noted that the New Zealand Transport Agency (NZTA) had adopted a revised approach and had established a set of criteria that intersections were required to meet before lighting could be considered. He further advised that minor lighting improvements formed part of the programme and undertook to investigate what improvements could be implemented at the identified locations.

P Redmond asked whether there was an opportunity to include lighting on Skew Bridge as part of the minor lighting improvements programme, noting that the bridge was narrow and very dark at night. K Straw noted that he was not aware of any prior instances in which lighting had been provided on a bridge. However, he was also not aware of any legislative restrictions that would prevent such lighting from being installed and undertook to investigate the matter further.

S Stewart queried what improvements were proposed for the Easterbrook Road/Fernside Road intersection. K Straw advised that a consultant had undertaken a review of the West Rangiora Route Improvements several years earlier, resulting in a series of recommended intersection and lighting improvements. He understood that the proposed project involved installing a left-turn deceleration lane for vehicles turning onto Easterbrook Road.

In response to a further question from S Stewart, K Straw advised that the undergrounding of the main power services on Todds Road and Fernside Road had been substantially completed, enabling the remaining intersection improvement works to proceed. He noted that vehicles turning left from Todds Road into Fernside Road would be subject to give-way controls and that a right-turn lane would be provided on Fernside Road for vehicles turning into Todds Road. K Straw confirmed that Todds Road would continue to operate as a standard T-intersection and was intended to remain a single-lane approach. The design did not encourage two-lane traffic, as such movements could create safety issues.

R Keetley asked whether provisions had been made to review funding for roads such as Revels Road and Bush Road if they were to experience increased traffic volumes due to drivers using local roads to avoid a potential future toll route. K Straw observed that the programme was presented to the Board annually and that budgets from the 2027/28 financial year onwards were indicative only. He noted that future budgets and work programmes could be adjusted should demand increase or circumstances change.

B Cairns raised concerns regarding the recent increase in give-way and roundabout signage, particularly in the vicinity of the Kaiapoi Food Forest, and queried whether significant expenditure had been incurred, noting public feedback that some installations appeared excessive. K Straw noted that approximately $20,000 had been allocated for signage and road marking works, with the signage component completed and the road marking works still to be undertaken. He noted that he was not familiar with all of the locations referred to and undertook to investigate the matter further, including concerns relating to visibility and the perceived excessiveness of some installations.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260508111829.

(b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).

(c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 financial years.

(d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

CARRIED

J Watson commented that the Roading Capital Works Programme for the 2026/27 financial year appeared to be well managed and comprehensive. She thanked staff for the report and expressed appreciation for the quality of information provided.

R Keetley concurred with J Watson's comments and noted that there appeared to be no contentious issues within the programme.

P Redmond thanked staff for the report and noted that it provided a valuable opportunity for the Board to provide feedback on areas where alternative priorities could be considered. He observed that members appeared generally satisfied with the programme and indicated his support for the report.

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

K Rabe introduced the report and advised that two grant applications had been received. She noted that the first application was from the Kaiapoi Pony Club. While the application appeared retrospective, as the funding request related to an event that had already occurred, it was received before the previous funding round deadline and had only been missed at the preceding meeting. She further advised that the application partially met the Board's Discretionary Grant criteria, as only 25% of attendees were from the Kaiapoi-Tuahiwi area.

T Bartle noted that the report indicated the Kaiapoi Pony Club had previously applied for funding for the same event and queried whether this rendered the application ineligible on the basis that it related to ongoing or annual operating expenditure. K Rabe advised that some Boards were reluctant to fund the same operating expense repeatedly. Where appropriate, applicants were encouraged to seek funding for specific projects or different aspects of an event. However, she noted that ambulance services represented a significant cost for many organisations and were often one of the most difficult expenses for groups to fund.

In response to a question from J Watson, K Rabe confirmed the Kaiapoi Pony Club had not applied to any other Community Boards

Moved: P Redmond Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 260521120983.

(b) **Approves** a grant of $750 to the Kaiapoi Pony Club towards the provision of St John Ambulance services at its annual one-day event to be held in June 2026.

CARRIED

P Redmond noted that previous applications had not been made in consecutive years and that it had been four years since the Board had last approved funding for the Kaiapoi Pony Club. He commented that the community would benefit from the provision of St John Ambulance services at the event, as although the service was primarily intended for event participants, members of the public attending the event could also benefit from its availability.

S Stewart concurred, noting that this was the Club's principal event for the year and indicated her support for the recommendation.

K Rabe advised that the second application was from the Menz Shed of Kaiapoi, which was seeking funding towards the purchase of a barbecue for its new premises. She noted that the group had previously received funding earlier in the financial year; however, this did not preclude consideration of a further grant, as the request related to a different project and the total funding received would not exceed $1,000. The barbecue would support the Menz Shed's fundraising activities and provide opportunities for social interaction within its new premises.

S Stewart queried whether any unallocated Discretionary Grant funding would be carried forward to the next financial year. K Rabe confirmed that the Council had resolved not to carry forward unallocated funds into the following financial year.

Moved: J Watson Seconded: T Bartle

(c) **Approves** a grant of $500 to the Menz Shed of Kaiapoi Inc towards the purchase of a BBQ.

CARRIED

J Watson expressed support for the application, noting it was encouraging to see the organisation re-establishing itself in its new location. She commented that any assistance the Board could provide to help the Menz Shed become fully operational again would be beneficial.

T Bartle concurred with J Watson's comments and noted that the application was straightforward and worthy of support.

B Cairns expressed strong support for the application, noting that the organisation had undertaken significant fundraising over the previous 18 months. He acknowledged the efforts of members who had worked tirelessly to support the Menz Shed and its relocation. He advised that other fundraising efforts were being directed towards the new building and that Board funding towards the purchase of a barbecue would be beneficial. He further noted that the Menz Shed provided important social and wellbeing benefits for its members and made a valuable contribution to the wider community through its volunteer work and projects.

P Redmond advised that he would be supporting the motion.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2026

J Watson reported the following:

- Attended a briefing on the Council's response to the Government's plan for amalgamation and the Pegasus Gold Course sale.
- The works on the Kaiapoi Bridge Balustrade would begin in June 2026.

- Attended the Kaiapoi Museum Annual General Meeting.
- Waimakariri Public Arts Trust:
  - Victoria Dowell, a Kaiapoi artist, had been commissioned for Rangiora's Kippenberger sculpture.
  - Met with a family who was offering money for a sculpture to commemorate their family.
- Attended the Waimakariri Events Workshop where a wide range of community members shared ideas on an events strategy for the future.
- Attended the official opening of the Courtenay Drive Elderly Housing Development. They Mayor and Matt Doocey spoke followed by a blessing from Ngai Tūāhuriri at the well-attended ribbon-cutting ceremony.

Moved: J Watson   Seconded: P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

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

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.

9.2 Woodend-Sefton Community Board Meeting Minutes 11 May 2026.

9.3 Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.

9.4 Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.

9.5 Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.

9.6 Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.7 Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.8 Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.9 Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annul Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.10 Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.11 Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.12 Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: J Watson   Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items 9.1 to 9.12.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

P Redmond:

- P Redmond's information exchange was circulated as part of the agenda.
- Attended the Big Brother Big Sisters event with guest speaker Kieran Read. They made a profit of $19,000, and the event was very successful.
- The Canterbury Mayoral Forum and the Greater Christchurch Partnership met regarding amalgamation.

T Bartle:

- T Bartle's information exchange was circulated as part of the agenda.
- Attended the Sterling Community Hub event. It was well worth attending and he encouraged members to attend any future events.
- Attended the Welcoming Communities Plan accreditation ceremony.
- Shingle removal from the Waimakariri River was proceeding. Some residents remained very unhappy and obtained legal advice that conflicted with the Council's; however, the Council supported its direction.

S Stewart:

- Kaiapoi Promotions Association (KPA):
  - The KPA's Annual General Meeting would be held on Wednesday 15 July 2026.
  - The KPA would be hosting an event for Matariki at the Kaiapoi Club. They were working through timing issues with the other Matariki Event being held in Kaiapoi.
  - KPA were looking to relocate to the old All Together Kaiapoi office on Sewell Street as they no longer had an office and were meeting at the CBK restaurant.
- Greypower:
  - Raised ongoing concerns about the speed of e-scooters and users on footpaths. They were taking the issue to the New Zealand Police and the Council.
- Attended memorial service for Jan Pentecost.
- Attended the Courtenay Drive Elderly Housing Development opening. The final cost came in under the estimate.
- Waimakariri Biodiversity Trust:
  - Dr Noah Davis, freshwater ecologist, was appointed as the new coordinator.
  - The Waimakariri MainPower Biodiversity Fund applications were open.
- Submitted a service request several months prior regarding dead weeds on the Kaikanui Stream bridge balustrade as well as the portion of the balustrade that was broken; however, it had no outcome.

  C Brown commented he would follow up with the Council's contractor regarding removing the dead weeds. He would follow up with the Roading Team regarding the balustrade.

B Cairns:

- B Cairns' information exchange was circulated as part of the agenda.
- Correspondence was received regarding Tuhoe Avenue in Beachgrove regarding vegetation hindering the visibility of children crossing the street. The Greenspace Team and the Council's contractor would be lowering the vegetation, which would cause issues.
- The NCF playground was almost completed.

  A Campbell questioned if the park would retain the name, NCF Park. C Brown stated that the Board had the delegation for the naming of Roads and Reserves; however, the name did have historic significance to the freezing works that were once located on the same site.

It was suggested that a storyboard detailing the history of the reserve name and site be included as part of the General Landscaping Budget project in the new financial year.

- Received several phone calls regarding the Sutton Tools site as a resource consent was received that would see approximately 22 residential sections.
- Attended Silverstream Reserve planting day. It was the largest attendance of any planting day. Since its conception, between 70-100,000 plants have been planted.
- Attended the Welcoming Communities accreditation ceremony. This was a government-funded three-year programme with an extensive array of events to help welcome people into the community.

S Powell:

- S Powell's information exchange was circulated as part of the agenda.

A Campbell:

- Attended the All Boards session on the Head Start amalgamation.
- Attended the Kaiapoi Museum Annual General Meeting.

R Keetley:

- Attended the Passchendaele Advisory Group quarterly meeting.
- Attended the All Boards session on the Head Start amalgamation and the Pegasus Golf Course.
- Attended Courtenay Drive Elderly Housing opening.
- Attended the Kaiapoi RSA monthly executive meeting.
- Attended the Kaiapoi Museum Annual General Meeting.
- Plants were being planted at the entrance to Kaiapoi. Commended the staff who were out working in the rain.

11 CONSULTATION PROJECTS

11.1 Head Start Pathway/Amalgamation

https://letstalk.waimakariri.govt.nz/head-start-pathway

Consultation closed on Sunday 5 July 2026.

The Board noted the consultation project.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 May 2026: $4,089.

12.2 General Landscaping Budget

Balance as at 31 May 2026: $0.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

P Redmond acknowledged K Rabe's retirement and thanked her for her dedicated service to the Board over the past years.

16 NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm, Monday 20 July 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.57PM.

CONFIRMED

Chairperson

20 July 2026

Date

Workshop (Trim: 260615141642) 5.57pm to 6.31pm

- *Speed Limits – S Binder (Senior Transportation Engineer)*
- *Discretionary Grant Funding Criteria Review – K Rabe (Governance Advisor)*
- *Members Forum*